A decorative graphic on the left side of the page features a blue and white ribbon that curves upwards and then downwards. The ribbon is adorned with several white, five-pointed stars of varying sizes. The background is a solid red color with a faint, repeating pattern of the words "GENERAL ELECTION NOVEMBER 6, 2012" in a lighter red font.

CANDIDATE FILING GUIDE

GENERAL
ELECTION
NOVEMBER 6, 2012

DEBORAH SEILER
San Diego County Registrar of Voters

5201 Ruffin Road, Suite I, San Diego, CA 92123
Phone: 858-694-3405 Fax: 858-694-2955
Website: www.sdvote.com

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COUNTY OF SAN DIEGO - REGISTRAR OF VOTERS

5201 Ruffin Road, Suite I
San Diego, California 92123
www.sdvote.com

Office Hours: 8 am to 5 pm; Monday through Friday (excluding state holidays)

ELECTION GUIDE

This pamphlet has been prepared to assist candidates in preparing for the November 6, 2012 election. This guide is not all encompassing; it merely summarizes the major provisions related to candidates running for office in San Diego County. Candidates, political committees, and anyone interested in elective office should not rely solely on this guide, but should contact the Registrar of Voters Office for more detailed information, or seek legal counsel.

On August 22, the Fair Political Practices Commission staff will conduct a seminar on state and local campaign disclosure requirements. (See Page 54 for details.)

For further information or more detailed explanations, please call the numbers listed below:

Section	Telephone Number
Vote By Mail	(858) 565-5800
Candidate Filing	(858) 694-3405
Election Day and Night	(858) 565-5800
Financial and Campaign Disclosure	(858) 694-3407
Precincts/Polls	(858) 565-5800
Voter Registration	(858) 565-5800

The following cities within San Diego County will also consolidate their regularly scheduled elections with the General Election. For information and filing requirements for offices in those cities, please contact each City Clerk at the following numbers:

City	Telephone Number	City	Telephone Number
Carlsbad	760-434-2808	Lemon Grove	619-825-3800
Chula Vista	619-691-5041	National City	619-336-4228
Coronado	619-522-7320	Oceanside	760-435-3000
Del Mar	858-755-9313	Poway	858-668-4530
El Cajon	619-441-1763	San Diego	619-533-4000
Encinitas	760-633-2601	San Marcos	760-744-4020 x3105
Escondido	760-839-4617	Santee	619-258-4100
Imperial Beach	619-423-8301	Solana Beach	858-720-2400
La Mesa	619-667-1120	Vista	760-639-6125

NOTICE

No duty is imposed upon the Registrar of Voters to determine whether a candidate meets the requirements for holding office. The Declaration of Candidacy that each candidate must sign states that the candidate meets the statutory and/or constitutional qualifications for office including, but not limited to, citizenship, residency, and party preference, if applicable.

IMPORTANT NOTICE
**Public Review Period Set
for the
November 6, 2012
GENERAL ELECTION**

State law provides for a "public review period" of all CANDIDATE ballot occupational designations, CANDIDATE statements of qualifications, ballot measure analyses, arguments, rebuttals and other materials before printing the Sample Ballot and Voter Information Pamphlet.

The California Elections Code further defines this review period, with a distinct period for each document filed with the Registrar of Voters.

During this period, any voter who believes any portion of these materials to be false, misleading or inconsistent with state law may seek a writ of mandate or injunction requiring any or all of the material to be amended or deleted.

These periods are as follows:

Ballot Occupational Designations for Local Candidates*

August 13 to August 22	Candidates filed by August 10
August 16 to August 27	Candidates filed by August 15, (during the 5-day extension)

CANDIDATE Statements of Qualifications for Local Offices*

August 13 to August 22	Statements filed by August 10
August 16 to August 27	Statements filed by August 15, (during the 5-day extension)

County Counsel's Impartial Analyses of Local Propositions

August 21 to August 30	Analyses due by August 20
------------------------	---------------------------

Ballot Arguments "in Favor of" or "Against" Local Propositions

August 23 to September 3	Arguments due by August 22
--------------------------	----------------------------

Rebuttals to Ballot Arguments "in Favor of" or "Against" Local Propositions

August 31 to September 10	Rebuttals due August 30
---------------------------	-------------------------

***The following offices should contact the Secretary of State for deadlines:**

U.S. Senate, Congress, State Senate, State Assembly.

NOTE:

The dates for any of the incorporated/charter cities may be different (PLEASE CONTACT CITY CLERK FOR DETAILS).

All documents will be available for public review at the Registrar of Voters Office during regular business hours.

“MUST KNOW” ITEMS FOR THE NOVEMBER 6, 2012 GENERAL ELECTION

❖ New Chinese Language Requirement

On October 13, 2011, San Diego County was covered for Chinese under the Minority Language Provisions of the Federal Voting Rights Act of 1965. This means that all election materials will be translated into Chinese as well as Spanish, Filipino, and Vietnamese. Voters may request all materials such as ballots or sample ballots in these languages. In addition, voters who are born in countries where these languages are primarily spoken will receive their sample ballot booklet in English as well as the language of their birthplace country.

❖ Candidate Filing for Active Duty Military Deployed Outside the State

New Elections Code section 202 permits a person who is deployed on active military service outside of the state to have a declaration of candidacy, nomination paper, or any other paper necessary to run for office filed by an attorney-in-fact who is commissioned and empowered in writing for that purpose through a power of attorney.

❖ Daily Candidate List Available Online

A list of candidates who obtain and file nomination documents in San Diego County for the November 6, 2012 general election will be posted on the Registrar of Voters website at www.sdvote.com. The online list has been simplified for clarity and, beginning July 20, it will be updated daily with information as of 5:00 pm the previous day. On August 20, the list will be expanded to include candidates for offices in the cities within the County of San Diego. Beginning the first week of September, the certified list of candidates from the Secretary of State's office will also be available. It will include all candidates for Congress, State Senate, and State Assembly who reside and file for office in another county which shares a district with San Diego County.

❖ Online Campaign Finance Disclosure Documents

Campaign finance disclosure reports for candidate and ballot measure committees in county, school, and special districts are available online. Reports available online include both current reports and reports for the past four years.

❖ Online Voter Registration Forms

The San Diego County Registrar of Voters has posted its form online for the convenience of voters. Voters may access the form at www.sdvote.com, complete the information, print, sign, and mail the form to the Registrar. Voters may also use the website to determine whether they are registered to vote and find their polling place.

❖ Ballot Designation Worksheet

Candidates are required to submit a “Ballot Designation Worksheet” with their nomination papers. The completed form provides justification and documentation to support the candidate's requested ballot designation.

❖ FPPC Seminar

The Fair Political Practices Commission (FPPC) will conduct an evening seminar for candidates and treasurers regarding campaign finance disclosure requirements on Wednesday, August 22, 2012 from 7pm-9pm, if you would like to attend please call the Commission's Technical Assistance Division at 1-866-275-3772.

KNOW OF AN ELECTION VIOLATION?

Here's Who to Call

In response to the many inquiries we receive regarding possible election violations or fraud, a list has been compiled regarding who to contact for the various types of violations.

The San Diego County Elections Department is **NOT** an enforcement agency and is therefore unable to investigate any violations. Reports of violations should be referred to the agencies listed below:

- **False or misleading campaign materials:** No agency enforcement; these issues are dealt with in court.
- **Violations of the Political Reform Act** (Title 9 of the California Government Code in Sections 81000 through 91015), i.e. mass mailing requirements; slate mailers; campaign disclosure; proper use of campaign funds; disclosure of economic interests: Contact the Fair Political Practices Commission at www.fppc.ca.gov, 800-561-1861.
- **Election Fraud:** Contact the District Attorney, 619-531-4051, or the California Secretary of State at www.ss.ca.gov, 916-657-2166.
- **Unlawful Use of Public Funds, violations of the Elections Code, the Penal Code, or any laws other than the Political Reform Act:** Contact the District Attorney, 619-531-4051, or the California State Attorney General at www.ag.ca.gov, 800-952-5225.
- **Federal Campaigns, Congress, U.S. Senate, President of the United States, etc.:** Contact the Federal Election Commission at www.fec.gov, 800-424-9530.
- **Open Meeting Laws (Brown Act):** Contact the District Attorney, 619-531-4051, or the California State Attorney General at www.ag.ca.gov, 800-952-5225.
- **Local Ordinances:** Contact your local city attorney or the District Attorney, 619-531-4051.
- **Vandalism:** Contact your local police department or the sheriff, as appropriate.
- **Requirements Concerning Campaign Signs:** See the list of contacts in this Guide.

FEDERAL / STATE / LOCAL ENFORCEMENT OFFICES	
Fair Political Practices Commission P.O. Box 807 (95812-0807) 428 J Street, Suite 450 Sacramento, CA 95814 Phone: 866-275-3772 FAX: 916-322-0886 www.fppc.ca.gov Reporting Enforcement Violations 800-561-1861	Secretary of State Political Reform Division 1500 11 th Street, Room 495 Sacramento, CA 95814 Phone: 916-653-6224 FAX: 916-653-5045 www.sos.ca.gov Elections Division 916-657-2166
Federal Election Commission 999 E Street, NW Washington, DC 20463 Phone: 800-424-9530 www.fec.gov For the hearing impaired, TTY 202-219-3336	Attorney General P.O. Box 944255 Sacramento, CA 94244-2550 Phone: 916-445-9555/800-952-5225 www.ag.ca.gov
San Diego County District Attorney's Office 330 West Broadway San Diego, CA 92101 Phone: 619-531-4051 FAX: 619-237-1351 www.sdcda.org	Federal Bureau of Investigation Federal Office Building 9797 Aero Drive San Diego, CA 92123-1800 Phone: 858-565-1255

2012

January							February							March						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4					1	2	3
8	9	10	11	12	13	14	5	6	7	8	9	10	11	4	5	6	7	8	9	10
15	16	17	18	19	20	21	12	13	14	15	16	17	18	11	12	13	14	15	16	17
22	23	24	25	26	27	28	19	20	21	22	23	24	25	18	19	20	21	22	23	24
29	30	31					26	27	28	29				25	26	27	28	29	30	31
April							May							June						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7			1	2	3	4	5						1	2
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15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23
29	30						27	28	29	30	31			24	25	26	27	28	29	30
July							August							September						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4							1
8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8
15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15
22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22
29	30	31					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						
October							November							December						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6					1	2	3							1
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14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					

CALENDAR OF EVENTS

GENERAL ELECTION - NOVEMBER 6, 2012

The Campaign Disclosure schedule is on the page following this calendar.

DATE	DAYS BEFORE ELECTION	EVENT
July 16	113	NOMINATION PERIOD - FIRST DAY First day nomination papers for local districts may be issued. (E.C. Sec. 10510)
July 31	98	BALLOT DESIGNATION - RUN-OFF CANDIDATES Last day for candidates involved in a run-off election from the June Primary to submit a change in ballot designation. (E.C. Sec. 13107)
August 1 through September 10	97 to 57	REVIEW PERIOD There shall be a "public review period" of all ballot material before printing the Sample Ballot and Voter Information Pamphlet. Please see Page 2 for a complete explanation of the "Public Review Policy" and the dates the various documents are available for review.
August 10	88	NOMINATION PERIOD - LAST DAY Last day to file nomination papers and candidate's statement of qualifications. (E.C. Sec. 10510, 10603, B/S Policy I-1)
August 10	88	CANDIDATE WITHDRAWAL No candidate who has filed may withdraw after this date. This date is not applicable if the district has a 5-day extension (until August 15) because an incumbent did not file. (E.C. Sec. 10510, 10603)
August 10	88	LOCAL MEASURES - SCHOOLS, SPECIAL DISTRICTS, CITIES AND COUNTY Last day to receive a resolution from a local jurisdiction for a measure to appear on the ballot. (E.C. Sec. 10403, Ed. Code Sec. 5322)
August 10	88	RUN-OFF CANDIDATE STATEMENTS OF QUALIFICATIONS Last day for <u>local</u> candidates involved in a run-off election from the June Primary to submit a new statement of qualifications. (E.C. Sec. 13307)
August 13	85	CANDIDATE STATEMENTS OF QUALIFICATIONS WITHDRAWAL For jurisdictions where candidate filing ended on August 10, statements may be withdrawn, but not changed, until 5 p.m. Withdrawal request must be in writing. (E.C. Sec. 13307)
August 15	83	NOMINATION PERIOD - EXTENSION Last day of extension for filing nomination documents if incumbent has not filed by August 10. Extension does not apply to Community Planning Areas. (E.C. Sec. 10516, 10604)
August 15	83	CANDIDATE WITHDRAWAL No candidate who has filed may withdraw after this date. This date is applicable only in districts with a 5-day extension of the filing period because an incumbent did not file. (E. C. Sec. 10516, 10604)
August 15	83	FILE PETITION TO HOLD ELECTION Last day to file a petition signed by 10% of the voters or 50 voters, whichever is less, requesting that a general district election be held if nominees do not exceed the number of offices to be filled. (E.C. Sec. 10515)

CALENDAR OF EVENTS (Continued)

DATE	DAYS BEFORE ELECTION	EVENT
August 15	83	JUDICIAL WRITE-IN CAMPAIGN Last day to file a petition indicating a write-in campaign will be conducted for an unopposed judicial office. (E.C. 8203)
August 16	82	CANDIDATE STATEMENTS OF QUALIFICATIONS - WITHDRAWAL For jurisdictions with a 5-day extension, statements may be withdrawn, but not changed, until 5 p.m. Withdrawal request must be in writing and signed by the candidate. (E.C. Sec. 13307)
August 16	82	RANDOM ALPHABET There shall be a random drawing of the alphabet at 11 am to determine the order in which CANDIDATE names appear on the ballot. (E.C. Sec. 13112)
August 17	81	CANDIDATE LIST - INCORPORATED CITIES Last day for a City Clerk to file with the Registrar of Voters a list of the names and ballot designations of city candidates to appear on the ballot. (E.C. Sec. 10403)
August 22	70	FPPC/CAMPAIGN DISCLOSURE SEMINAR Presented by the Fair Political Practices Commission to explain campaign finance laws and restrictions. (See page 54 of this guide for details.)
September 10	57	WRITE-IN CANDIDATES First day nomination papers for a write-in candidate may be issued. (E.C. Sec. 8601)
September 27 through October 16	40 - 21	MAIL SAMPLE BALLOTS Between these dates the Registrar of Voters will mail sample ballots.
October 8 through October 30	29 - 7	VOTE BY MAIL - BY MAIL OR IN PERSON Between these dates written applications for absentee/mail ballots will be processed by the Registrar of Voters. Applications received prior to October 8 will be held and processed during this period. (E.C. Sec. 3001)
October 22	15	VOTER REGISTRATION DEADLINE Last day to register to vote in the November General Election. (E.C. Sec. 2102)
October 23	14	WRITE-IN CANDIDATES - LOCAL OFFICES Last day for a person desiring to be a qualified write-in candidate to file the required documents with the elections official. (E.C. Sec. 8601) Note: Write-in candidates for unopposed Superior Court judges are allowed only if the requirements of E.C. Sec. 8203 were met by August 15.
October 31 through November 6	6-0	VOTE BY MAIL - IN PERSON ONLY During this period absentee ballots are available at the Registrar of Voters Office when conditions prevent voting at a polling place. A written application signed by the voter under penalty of perjury is required. (E.C. Sec. 3021)
November 3	3	VOTE BY MAIL - SATURDAY HOURS The Registrar's office will be open the Saturday before the election to assist voters unable to go to the polls on election day.
November 6	0	ELECTION DAY Polls are open from 7 a.m. until 8 p.m. (E.C. Sec. 14212)

The following page lists events that occur **after** the election.

CALENDAR OF EVENTS (Continued)

DATE	DAYS <u>AFTER</u> ELECTION	EVENT
November 30	+24	TERM BEGINS: BORREGO WATER Members take office on the last Friday in November. (<i>Water Code Sec. 35204</i>)
December 4	+28	ELECTION CERTIFICATION The Registrar of Voters shall complete the official canvass <u>no later than</u> this date. (<i>E.C. Sec. 15372</i>)
December 7	+31	TERM BEGINS: HOSPITAL DISTRICTS IRRIGATION DISTRICTS SCHOOL GOVERNING BOARDS UNIFORM (SPECIAL) DISTRICTS (Except Borrego Water) Members, elected or appointed, take office on the first Friday in December following the election. (<i>E.C. Sec. 10554, Ed. Code Sec. 5017, Health & Safety Code Sec. 32100.5, Water Code Sec. 21101</i>)
December 3	+27	TERM BEGINS: STATE LEGISLATIVE OFFICES State Senators and Members of the State Assembly take office on the first Monday in December following the election. (<i>Calif. Constitution Art. IV, Sec. 2</i>)
December 3	+27	TERM BEGINS: SAN DIEGO COMMUNITY COLLEGE DISTRICT SAN DIEGO UNIFIED SCHOOL DISTRICT Members take office on the first Monday after the first day of December. (<i>San Diego City Charter Sec. 66</i>)
January 3	+58	TERM BEGINS: REPRESENTATIVE IN CONGRESS Members take office on the third day of January, unless a different day is appointed by law. (<i>U.S. Constitution Amendment XX, Sec 2</i>)
January 7	+62	TERM BEGINS: COUNTY BOARD OF SUPERVISORS COUNTY BOARD OF EDUCATION JUDICIAL OFFICES COMMUNITY PLANNING AREAS MUNICIPAL WATER DISTRICTS Members take office the first Monday after January 1st following the election. (<i>Gov. Code Sec. 24200, Water Code Sec. 71253, B/S Policy I-1</i>)

Campaign Disclosure Schedule is on Page 9

CAMPAIGN DISCLOSURE SCHEDULE

Being Voted on November 6, 2012

Filing Schedule for:

- Candidates for Local Office
- Committees Primarily Formed to Support/Oppose Local Candidates
- Committees Primarily Formed to Support/Oppose Local Measures

FILING DEADLINE	TYPE OF STATEMENT	PERIOD COVERED BY STATEMENT	FORM	NOTES AND METHOD OF DELIVERY
July 31, 2012	Semi-Annual	thru – 6/30/2012	460 470	<ul style="list-style-type: none"> ✓ All committees must file Form 460 ✓ Candidates who file candidacy papers on or before June 30, and who do not have open committees must file Form 470.
Oct 5, 2012	Pre-Election	7/1/12 – 9/30/12	460 470	<ul style="list-style-type: none"> ✓ All committee must file Form 460. ✓ Incumbents and candidates who are listed on the ballot and who do not have open committees must file Form 470. This report is not required if a Form 470 was filed by July 31.
Oct 25, 2012	Pre-Election	10/1/12 – 10/20/12	460	<ul style="list-style-type: none"> ✓ All committees must file Form 460. ✓ File personal delivery or guaranteed overnight service.
Within 24 Hours Deadlines: File within 24 hours except the deadline for a Form 497 due October 21 is October 22, and the deadline for a Form 497 due October 27 or 28, is extended to October 29.	16-Day Reports	10/21/12 – 11/5/12	496 497	<ul style="list-style-type: none"> ✓ 496: File if independent expenditures of \$1,000 or more are made. Candidates and primarily formed ballot measure committees: Do not file for expenditures made on your committee's behalf. ✓ 497: File if a contribution of \$1,000 or more is received. ✓ 497: File if a contribution of \$1,000 or more is made to <i>another</i> candidate or <i>another measure</i> being voted on November 6, 2012. ✓ The recipient of a late non-monetary contribution must file a late contribution report within 48 hours from the time the contribution is received. ✓ File personal delivery, guaranteed overnight service, or fax.
January 31, 2013	Semi-Annual	10/21/12 – 12/31/12	460	<ul style="list-style-type: none"> ✓ All committees must file this report unless the committee filed a termination Form 410 and Form 460 before December 31.

- **Period Covered:** The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed.
- A controlled committee of a candidate may not make an independent expenditure to support or oppose another candidate.
- Local jurisdictions may impose contribution limits and additional filing requirements.
- **Primary Formed Ballot Measure Committees:** Prior to the semi-annual period in which the measure(s) supported or opposed is being voted on, committees must file quarterly campaign statements in addition to semi-annual statements. Following the election, quarterly statements may also be required. Contact the FPPC for specific information.
- **Form 470:** Candidates who do not have a committee or do not raise/spend \$1,000 in 2012, may file Form 470. If, later during the calendar year, a campaign committee must be opened, a Form 470 Supplement and the Form 410 and 460 must be filed, see *Campaign Manual 2*, for additional required filings.
- **Candidates:** After an election, reporting requirements will depend on whether the candidate is successful and whether a campaign committee is maintained.
- **Late Statements:** Except for deadlines that fall on a Saturday, Sunday, or official state holiday, filing deadlines may not be extended. Late statements are subject to a \$10 per day late fine.
- All statements are public documents. Paper reports may be mailed by first class mail unless otherwise noted.
- For important information refer to www.fppc.ca.gov and click on the Candidates and Committees section. Use *Campaign Manual 2* and *Campaign Manual 3*.

GENERAL QUALIFICATIONS TO RUN FOR AND HOLD PUBLIC OFFICE

AGE/ CITIZENSHIP	A person is not permitted to hold a civil office if at the time of his/her election or appointment he/she is not 18 years of age and a citizen of the state. (Gov. Code Sec. 1020)
REGISTERED VOTER/ DISTRICT RESIDENT	Unless otherwise specifically provided, no person is eligible to be elected or appointed to an elective office unless person is a registered voter and otherwise qualified to vote for that office at the time that nomination papers are issued to the person or at the time of the person's appointment, except Superior Court. (E.C. Sec. 201)
CONVICTION OF CRIMES	A person is disqualified from holding any office upon conviction of designated crimes as specified in the Constitution and laws of the State. (Gov. Code Sec. 1021)
FILE FOR MORE THAN ONE OFFICE	No person may file nomination papers . . . for more than one office at the same election. (E.C. Sec. 8003b, San Diego Municipal Code Sec. 27.0211).

School District Index

COMMUNITY COLLEGE		UNION/UNIFIED SCHOOL	
Grossmont-Cuyamaca MiraCosta Palomar San Diego Southwestern	Alpine Union Bonsall Union Borrego Springs Unified Cajon Valley Union Cardiff Carlsbad Unified Chula Vista Elementary Coronado Unified Dehesa Del Mar Union Encinitas Union Escondido Union Fallbrook Union Elementary	Jamul-Dulzura Union Julian Union La Mesa-Spring Valley Lakeside Union Lemon Grove Mountain Empire Unified National Oceanside Unified Poway Unified Ramona Unified Rancho Santa Fe San Diego Unified San Marcos Unified	San Pasqual Union San Ysidro Santee Solana Beach South Bay Union Spencer Valley Vallecitos Valley Center-Pauma Unified Vista Unified Warner Unified
HIGH SCHOOL			
Escondido Union Fallbrook Union Grossmont Union Julian Union San Dieguito Union Sweetwater Union			

Special District Index

COMMUNITY PLANNING	COMMUNITY SERVICES	FIRE PROTECTION	HEALTHCARE	CALIFORNIA WATER	COUNTY WATER
Alpine Boulevard Campo/Lake Morena Crest/Dehesa/ Harbison Canyon Granite Hills Descanso Fallbrook Jamul/Dulzura Julian Lakeside Pine Valley Potrero Rainbow Ramona San Dieguito Spring Valley Sweetwater Valle de Oro Valley Center	Descanso Community Water Fairbanks Ranch Jacumba Julian Majestic Pines Morro Hills Pauma Valley Rancho Santa Fe Rincon Ranch Valley Center Parks & Recreation Whispering Palms	Alpine Bonita-Sunnyside Borrego Springs Deer Springs Julian-Cuyamaca Lakeside Lower Sweetwater North County Pine Valley Rancho Santa Fe San Diego Rural San Miguel Consolidated Valley Center Vista	Fallbrook Grossmont Palomar Health Tri-City	Borrego Cuyamaca (Landowner) Wynola (Landowner)	Canebrake County Leucadia Wastewater Vallecitos
				IRRIGATION	PUBLIC UTILITY
				Helix Lakeside Santa Fe South Bay Vista	Fallbrook
				MUNICIPAL WATER	
			Mootamai Olivenhain Otay Padre Dam Pauma Questhaven	Rainbow Ramona Rincon del Diablo San Luis Rey Valley Center Yuima	

SPECIFIC QUALIFICATIONS

CALIFORNIA WATER DISTRICTS	<p>Cuyamaca Water Wynola Water <i>(Water Code Sec. 34000 et seq.)</i></p> <p>These are <u>Landowner</u> districts.</p>	<p>Each director shall be one of the following:</p> <ul style="list-style-type: none"> (a) A holder of title to land within the district. (b) The legal representative of a holder of title to land within the district in accordance with Section 34030. ("Legal representative" means either of the following: (a) A duly appointed and acting guardian, executor, or administrator of the estate of a holder of title to land. (b) A person duly authorized to act for, and on behalf of, a holder of title to land that is not a natural person.) (c) A representative designated by a holder of title to land within the district, if the holder has filed with the district written evidence of that designation. <p>Term Begins: December 7, 2012 <i>(E.C. Sec. 10554, Water Code Sec. 35100)</i></p>
	<p>Borrego Water</p>	<p>Each director shall be a resident voter, not a landowner.</p> <p>Term Begins: November 30, 2012 – Borrego Water <i>(Water Code Sec. 35201, 35204)</i></p>
COMMUNITY PLANNING AREAS	<p>Each member shall be a registered voter residing within the community or subregional area (if applicable). <i>(Board of Supervisors Policy I-1; See Page 63)</i></p> <p>Term Begins: January 7, 2013 <i>(Board of Supervisors Policy I-1)</i></p>	
COMMUNITY SERVICES DISTRICTS	<p>Each director shall be a registered voter residing within the district. <i>(Gov. Code Sec. 61200)</i></p> <p>Term Begins: December 7, 2012 <i>(E.C. Sec. 10554, Gov. Sec. Code 61400)</i></p>	
COUNTY WATER DISTRICTS	<p>Each director shall be a voter of the district. <i>(Water Code Sec. 30500)</i></p> <p>Term Begins: December 7, 2012 <i>(E.C. Sec. 10554, Water Code Sec. 30700)</i></p>	
	<p>Exception: Canebroke County Water District candidates shall be either a voter of the district or an owner of land within the district. <i>(Water Code Sec. 30513)</i></p>	
FIRE PROTECTION DISTRICTS	<p>Each member of a district board shall be a registered voter and a resident of the district. <i>(Health & Safety Code Sec. 13841)</i></p> <p>Term Begins: December 7, 2012 <i>(E.C. Sec. 10554, Health & Safety Code Sec. 13843)</i></p>	
HOSPITAL DISTRICTS	<p>Each member shall be a registered voter residing in the district.</p> <ul style="list-style-type: none"> (a) Except as provided in subdivision (d), no person who is a director, policymaking management employee, or medical staff officer of a hospital owned or operated by a district shall do either of the following: <ul style="list-style-type: none"> (1) Possess any ownership interest in any other hospital serving the same area as that served by the district hospital of which the person is a director, policymaking management employee, or medical staff officer. (2) Be a director, policymaking management employee, or medical staff officer of any hospital serving the same area as the area served by the district hospital. (b) For the purposes of this section, a hospital shall be considered to serve the same area as a district hospital when more than 5 percent of the hospital's patient admissions are residents of the district. (c) For purposes of this section, the possession of an ownership interest, including stocks, bonds, or other securities by the spouse or minor children or any person shall be deemed to be the possession or interest of the person. 	

(Continued on the next page)

SPECIFIC QUALIFICATIONS (Continued)

HOSPITAL DISTRICTS (Continued)	<p>(d) No person shall serve concurrently as a director or policymaking management employee of a district and as a director or policymaking management employee of any other hospital serving the same area as the district, unless the boards of directors of the district and the hospital have determined that the situation will further joint planning, efficient delivery of health care services, and the best interest of the areas served by their respective hospitals, or unless the district and the hospital are affiliated under common ownership, lease, or any combination thereof.</p> <p>(e) Any candidate who elects to run for the office of member of the board of directors of a district, and who owns stock in, or who works for any health care facility that does not serve the same area served by the district in which the office is sought, shall disclose on the ballot his or her occupation and place of employment. (<i>Health & Safety Sec. 32110</i>)</p> <p>Term Begins: December 7, 2012 (<i>E.C. Sec. 10554, Health & Safety Sec. 32100.5</i>)</p>
INCORPORATED CITY OFFICIALS	<p>Mayor, Council, Clerk, Treasurer</p> <p>Contact each City Clerk for specific filing requirements.</p>
IRRIGATION DISTRICTS	<p>Each director . . . shall be a voter in the district and a resident of the division that he or she represents at the time of his or her nomination . . . and through his or her entire term. (<i>Water Code Sec. 21100</i>)</p> <p>Term Begins: December 7, 2012 (<i>Water Code Sec. 21101</i>)</p> <p>Exception: Helix Water and Lakeside Water Districts have eliminated "Irrigation" from the district name. However, "Irrigation District" laws are applicable.</p>
MUNICIPAL WATER DISTRICTS	<p>Each director shall be a resident of the division from which he is elected. (<i>Water Code Sec. 71250</i>)</p> <p>Term Begins: January 7, 2013 (<i>Water Code Sec. 71253, Gov. Code Sec. 24200</i>)</p> <p>Exception: Otay Water has eliminated "Municipal" from the district name. However, "Municipal Water District" laws are applicable.</p>
PUBLIC UTILITY DISTRICT	<p>Each director shall be a resident and qualified elector of the district. (<i>Public Utility Code Sec. 15952</i>)</p> <p>Term Begins: December 7, 2012 (<i>E.C. Sec. 10554, Public Utility Code Sec. 16152</i>)</p>
SCHOOL GOVERNING BOARDS	<p>Each member shall be a resident and registered voter of the school district and trustee area (if applicable). . . . Notwithstanding any other provision of law, no person shall file nomination papers for more than one district office . . . at the same election. An employee of a school district may not be sworn into office as an elected or appointed member of that school district's governing board unless and until he or she resigns as an employee. If the employee does not resign, the employment will automatically terminate upon being sworn into office. (<i>E. C. Sec. 10603, Ed. Code Sec. 35107</i>)</p> <p>Term Begins: December 7, 2012 (<i>Ed. Code Sec. 5017</i>)</p> <p>Exception: San Diego Community College District and San Diego Unified School District: December 3, 2012 (<i>San Diego City Charter Sec. 66</i>)</p>

INCOMPATIBILITY OF OFFICES

The Political Reform Act does not prohibit any office holder from holding multiple public offices or seeking more than one elective office. For example, a deputy district attorney can hold the office of city council member, or a water board director may also be elected to a park and recreation district. There are, however, instances of holding more than one office that are considered incompatible.

There is no single statute that defines “incompatibility of offices”. The common law doctrine of incompatibility of offices, however, prevents an elected official from holding two offices simultaneously **if the offices have overlapping and conflicting public duties**.

The courts have defined this concept as follows: “One individual may not simultaneously hold two public offices where the functions of the offices concerned are inherently inconsistent, as where there are conflicting interests, or where the nature of the duties of the two offices is such as to render it improper due to considerations of public policy for one person to retain both.”

The State of California Attorney General’s Office has issued many opinions of particular compatibility questions. Here are six examples of incompatible offices:

1. The offices of city councilman and school district board member where the city and the school district have territory in common;
2. fire chief of a county fire protection district and member of the board of supervisors of the same county;
3. high school district trustee and trustee of an elementary school district which is wholly within the geographic boundaries of the high school district;
4. water district director and a city council member,
5. water district director and a school district trustee having territory in common; and
6. deputy sheriff and county supervisor.

If you have a question about whether two public offices which you hold or seek to hold would be considered incompatible, contact the Attorney General’s office at (916) 324-5437 or visit their website, www.ag.ca.gov. For further information about conflict of interest or incompatibility of offices, contact the Fair Political Practices Commission’s website at www.fppc.ca.gov or phone toll free 1-866-275-3772.

SCHOOL DISTRICTS

POSITIONS TO BE FILLED AND ESTIMATED COST OF CANDIDATE STATEMENTS

DISTRICT/INCUMBENT * 2-year term	POSITIONS TO BE FILLED		REGISTERED VOTERS	CANDIDATE STATEMENTS OF QUALIFICATIONS	
	4-year	2-year	(Approx.)	No. of Words	Cost
ALPINE UNION SCHOOL Ann Pierce Mark Price	2		11,000	200	\$155
BONSALL UNION SCHOOL Richard Olson Sylvia Tucker	2		9,000	200	\$145
BORREGO SPRINGS UNIFIED SCHOOL Harry Jones Patricia Torres Sylvana Meeks *Judy Coyle (Appt.)	3	1	1,600	200	\$110
CAJON VALLEY UNION SCHOOL Ken Jensen Suzanne Mullins	2		70,000	200	\$450
CARDIFF SCHOOL Andrew Brown Nancy Orr	2		7,000	200	\$135
CARLSBAD UNIFIED SCHOOL Kelli Moors Elisa Williamson	2		40,000	200	\$300
CHULA VISTA ELEMENTARY SCHOOL Seat 2 David Bejarano Seat 4 Glendora Tremper (Appt.)	2		123,000	200	\$715
Comments: Candidates must declare seat number, but is voted on "at large" (by all voters of the district).					
CORONADO UNIFIED SCHOOL Doug Metz Dawn Ovrom	2		10,000	200	\$150
DEHESA SCHOOL Pamela Dillard Jeffrey Royal	2		1,300	200	\$105
DEL MAR UNION SCHOOL Doug Perkins Comischell Rodriguez	2		23,000	200	\$215
ENCINITAS UNION SCHOOL Maureen Muir Carol Skiljan	2		44,000	200	\$320
ESCONDIDO UNION SCHOOL Trustee Area 1 (Vacant) Trustee Area 3 Marvin Gilbert	2		6,000 14,000	200	\$130 \$170
Elections by-trustee areas for Governing Board Members. Candidates must live in Trustee Area.					

SCHOOL DISTRICTS (Continued)

POSITIONS TO BE FILLED AND ESTIMATED COST OF CANDIDATE STATEMENTS

DISTRICT/INCUMBENT * 2-year term	POSITIONS TO BE FILLED		REGISTERED VOTERS (Approx.)	CANDIDATE STATEMENTS OF QUALIFICATIONS	
	4-year	2-year		No. of Words	Cost
ESCONDIDO UNION HIGH SCHOOL Trustee Area 3 Kurt Marler Trustee Area 4 George McClure	2		15,000 14,000	200	\$175 \$170
	Elections by-trustee areas for Governing Board Members. Candidates must live in Trustee Area.				
FALLBROOK UNION ELEMENTARY SCHOOL Lisa Masten Anne Renshaw	2		19,000	200	\$195
FALLBROOK UNION HIGH SCHOOL Frank Cerda Sharon Koehler	2		29,000	200	\$245
GROSSMONT UNION HIGH SCHOOL Priscilla Schreiber Gary Woods	2		224,000	200	\$1,220
JAMUL-DULZURA UNION SCHOOL Chris McAdams Janet Mulder	2		5,000	200	\$125
JULIAN UNION SCHOOL Michael Strachota Eileen Tellam	2		3,000	200	\$115
JULIAN UNION HIGH SCHOOL Erik Fleet Susan Seiferth	2		2,000	200	\$110
LA MESA-SPRING VALLEY SCHOOL William Baber Emma Turner	2		68,000	200	\$440
LAKE SIDE UNION SCHOOL Twila Godley Keith Hildreth	2		21,000	200	\$205
LEMON GROVE SCHOOL Jay Bass Blanca Brown	2		16,000	200	\$180
MIRACOSTA COMMUNITY COLLEGE Trustee Area 3-Jacqueline Simon Trustee Area 4-Gloria Carranza Trustee Area 5-George McNeil	3		199,000	200	\$1,095
	Comments: Candidates must live in Trustee Area, but are voted on "at large" (by all voters of the district).				
MOUNTAIN EMPIRE UNIFIED SCHOOL Trustee Area 2-Jeff Morrison Trustee Area 6-Tina Heimerdinger Trustee Area 7-Trina Ambrose	3		6,000	200	\$130
	Comments: Candidates must live in Trustee Area, but are voted on "at large" (by all voters of the district).				

SCHOOL DISTRICTS (Continued)

POSITIONS TO BE FILLED AND ESTIMATED COST OF CANDIDATE STATEMENTS

DISTRICT/INCUMBENT * 2-year term	POSITIONS TO BE FILLED		REGISTERED VOTERS	CANDIDATE STATEMENTS OF QUALIFICATIONS	
	4-year	2-year	(Approx.)	No. of Words	Cost
NATIONAL SCHOOL Barbara Alvalos James Grier	2		17,000	200	\$185
OCEANSIDE UNIFIED SCHOOL Adrienne Hakes Mike Blessing	2		52,000	200	\$360
PALOMAR COMMUNITY COLLEGE Nancy Chadwick Rose Marie Dishman Darrell McMullen	3		351,000	200	\$1,855
POWAY UNIFIED SCHOOL Andrew Patapow Linda Vanderveen	2		102,000	200	\$610
RAMONA UNIFIED SCHOOL Dan Lopez Dawn Perfect	2		19,000	200	\$195
RANCHO SANTA FE SCHOOL Richard Burdge Tyler Seltzer (Appt.) James Depolo	3		4,000	200	\$120
SAN DIEGUITO UNION HIGH SCHOOL Joyce Dalessandro Beth Hergesheimer	2		101,000	200	\$605
SAN MARCOS UNIFIED SCHOOL Janet McClean (Appt.) Jay Petrek Randy Walton	3		53,000	200	\$365
SAN PASQUAL UNION SCHOOL Angie Baker Scott Heidemann	2		2,000	200	\$110
SAN YSIDRO SCHOOL Raquel Marquez-Maden Paul Randolph	2		11,000	200	\$155
SANTEE SCHOOL Seat 2 Dianne El-Hajj Seat 4 Daniel Bartholomew	2		32,000	200	\$260
	Comments: Candidates must declare a seat number, but are voted on "at large" (by all voters of the district).				
SOLANA BEACH SCHOOL Arthur Palkowitz Richard Leib	2		23,000	200	\$215
SOUTH BAY UNION SCHOOL Nick Inzunza David Lopez	2		29,000	400	\$390.

SCHOOL DISTRICTS (Continued)

POSITIONS TO BE FILLED AND ESTIMATED COST OF CANDIDATE STATEMENTS

DISTRICT/INCUMBENT * 2-year term	POSITIONS TO BE FILLED		REGISTERED VOTERS	CANDIDATE STATEMENTS OF QUALIFICATIONS	
	4-year	2-year	(Approx.)	No. of Words	Cost
SOUTHWESTERN COMMUNITY COLLEGE Seat No. 1 Jean Roesch Seat No. 3 Humberto Peraza (Appt.)	2		191,000	200	\$1,055
	Comments: Candidates must declare a seat number, but are voted on "at large" (by all voters of the district).				
SPENCER VALLEY SCHOOL Perry Savage (Appt.)	1		300	200	\$100
SWEETWATER UNION HIGH SCHOOL Seat No. 2 Pearl Quinones Seat No. 4 Bertha Lopez	2		182,000	400	\$1,920
	Comments: Candidates must declare a seat number, but are voted on "at large" (by all voters of the district).				
VALLECITOS SCHOOL Rachel Bishop Troy Conner * Gary Drake (Appt.)	2	1	1,000	200	\$105
VALLEY CENTER-PAUMA UNIFIED SCHOOL Don Martin Barbara Rohrer * Mavany Calac Verdugo (Appt.)	2	1	13,000	400	\$230
VISTA UNIFIED SCHOOL Trustee Area 1 Elizabeth Jaka Trustee Area 4 Angela Chunka Trustee Area 5 Steve Lilly	3		12,000	200	\$155
			7,000		\$135
			16,000		\$180
Elections by-trustee areas for Governing Board Members. Candidates must live in Trustee Area.					
WARNER UNIFIED SCHOOL David Bantz (Appt.) Cindy Magill	2		1,000	400	\$105

SPECIAL DISTRICTS

POSITIONS TO BE FILLED AND ESTIMATED COST OF CANDIDATE STATEMENTS

DISTRICT/INCUMBENT * 2-year term	POSITIONS TO BE FILLED		REGISTERED VOTERS	CANDIDATE STATEMENTS OF QUALIFICATIONS	
	4-year	2-year	(Approx.)	No. of Words	Cost
ALPINE COMMUNITY PLANNING Seat 1 Robie Faulkner (Appt.) Seat 3 Jennifer Martinez Seat 5 Travis Lyon (Appt.) Seat 7 Greg Fox Seat 9 Roger Garay Seat 11 Michael Milligan (Appt.) Seat 13 Cory Kill Seat 15 Kippy Thomas	8		10,000	200	\$150
	Comments: Seat numbers are for identification purposes only. Candidates are voted on "at large" (by all voters of the district).				
ALPINE FIRE PROTECTION Steve Kramer Jim Archer (Appt.)	2		9,000	200	\$145
BONITA-SUNNYSIDE FIRE PROTECTION Mark W. Scott	1		8,000	200	\$140
					District Pays
BORREGO SPRINGS FIRE PROTECTION Martin Orenyak Bradley Tidwell Sharon Sewall	3		1,000	200	\$105
BORREGO WATER Lee Estep (Appt.) Ray Delahay (Appt.)	2		1,000	200	\$105
					District Pays
BOULEVARD COMMUNITY PLANNING Seat 1 Rett Lawrence (Appt.) Seat 3 Chris Noland Seat 5 Tammy Daubach (Appt.) Seat 7 Jeffrey McKernan	4		800	200	\$100
	Comments: Seat numbers are for identification purposes only. Candidates are voted on "at large" (by all voters of the district).				
CAMPO/LAKE MORENA COMMUNITY PLANNING Seat 1 Mitchel Sanchez Seat 3 Brian Elmore (Appt.) Seat 5 Paige McAllister Seat 7 (Vacant) Seat 9 Tammy Inman	5		2,000	200	\$110
	Comments: Seat numbers are for identification purposes only. Candidates are voted on "at large" (by all voters of the district).				
CANEBRAKE COUNTY WATER (Vacant) Sharon Sherman	2		22	200	\$100
	Comments: Canebrake County Water District candidates shall be either a voter of the district or an owner of land within the district. (Water Code Sec. 30513)				

SPECIAL DISTRICTS (Continued)

POSITIONS TO BE FILLED AND ESTIMATED COST OF CANDIDATE STATEMENTS

DISTRICT/INCUMBENT * 2-year term	POSITIONS TO BE FILLED		REGISTERED VOTERS	CANDIDATE STATEMENTS OF QUALIFICATIONS	
	4-year	2-year	(Approx.)	No. of Words	Cost
CREST/DEHESA /HARBISON CANYON/ GRANITE HILLS COMMUNITY PLANNING <u>Crest</u> Seat 1 Judy Bowen Seat 3 Ralph Slagill <u>Dehesa</u> Seat 5 Lorraine Walls Seat 7 Waldon Riggs <u>Harbison Canyon</u> Seat 9 Mary Manning Seat 11 Jason Harris <u>Granite Hills</u> Seat 13 Phil Hertel Seat 15 Mark Gabler	8		6,000	200	\$130
	Comments: Seat numbers are for identification purposes only. Candidates must live in community area, but are voted on "at large" (by all voters of the district). The candidate(s) in each community with the most votes will be elected and given seat numbers at the organizational meeting.				
CUYAMACA WATER Ronald Brown George Merz (Appt.)	2		N/A (Landowners)	200	\$105
	Comments: Candidates and voters must be landowners.				
DEER SPRINGS FIRE PROTECTION Timothy Geiser Robert Frey	2		7,000	200	\$135
DESCANSO COMMUNITY PLANNING Seat 1 Rachel Antle (Appt.) Seat 3 Deidre Carter Seat 5 Michael Sterns Seat 7 Donald Hickie Seat 9 Terry Gibson (Appt.)	5		1,000	200	\$105
	Comments: Seat numbers are for identification purposes only. Candidates are voted on "at large" (by all voters of the district).				
DESCANSO COMMUNITY WATER Hadley Johnson Jeff Ortmeier (Vacant)	3		500	200	\$100
FAIRBANKS RANCH COMMUNITY SERVICES Clifford Breining Linda Kaeser	2		1,000	200	\$105
FALLBROOK COMMUNITY PLANNING Seat 1 Jackie Heyneman Seat 3 Roy Moosa Seat 5 Donna Gebhart Seat 7 Jean Dooley Seat 9 Jack Wood Seat 11 Harry Christiansen Seat 13 Stephen Smith Seat 15 Michele Bain	8		21,000	200	\$205
	Comments: Seat numbers are for identification purposes only. Candidates are voted on "at large" (by all voters of the district).				
FALLBROOK HEALTHCARE Mary Lynette Shumway Barbara Ann Mroz	2		27,000	200	\$235

SPECIAL DISTRICTS (Continued)

POSITIONS TO BE FILLED AND ESTIMATED COST OF CANDIDATE STATEMENTS

DISTRICT/INCUMBENT * 2-year term	POSITIONS TO BE FILLED		REGISTERED VOTERS	CANDIDATE STATEMENTS OF QUALIFICATIONS	
	4-year	2-year	(Approx.)	No. of Words	Cost
FALLBROOK PUBLIC UTILITY Seat 1 Bert Hayden Seat 2 Al Gebhart (Appt.) Seat 3 Don McDougal	3		14,000	200	\$170
	Comments: Candidates must declare a seat number, but are voted on "at large" (by all voters of the district).				
GROSSMONT HEALTHCARE Deborah McElravy Michael Emerson Bob Ayres (Appt.)	3		245,000	200	\$1,325
HELIX WATER (IRRIGATION) Div. 1 John B. Linden Div. 3 Charles W. Muse Div. 5 Richard K. Smith	3		24,000 24,000 23,000	400	\$340 \$340 \$330
	Comments: Registered voters of the division will vote for candidates in that division only.				
JACUMBA COMMUNITY SERVICES Dixon Barnett Desmon White	2		200	200	\$100
JAMUL-DULZURA COMMUNITY PLANNING Seat 1 Dan Neirinckx Seat 3 Preston Brown (Appt.) Seat 5 Yvonne Purdy-Luxton (Appt.) Seat 7 Raymond Deitchman (Appt.) Seat 9 Jonathan Schultz (Appt.) Seat 11 Earl Katzer Seat 13 Dale Fuller (Appt.) Seat 15 Steve Wragg	8		6,000	200	\$130
	Comments: Seat numbers are for identification purposes only. Candidates are voted on "at large" (by all voters of the district).				
JULIAN COMMUNITY PLANNING Seat 1 Franklin Barnes Seat 3 Ray Redding Seat 5 Betty Birdsell Seat 7 Robert Verdugo Seat 9 Vicky Vedova/Bryan Seat 11 (Vacant)	6		2,000	200	\$110
	Comments: Seat numbers are for identification purposes only. Candidates are voted on "at large" (by all voters of the district).				
JULIAN COMMUNITY SERVICES William H. Porter Susan N. Klaesson	2		190	200	\$100
JULIAN-CUYAMACA FIRE PROTECTION Aida Tucker Betty Gibson (Appt.) Alan Marvin (Appt.)	3		2,000	200	\$110
					District Pays
LAKESIDE COMMUNITY PLANNING Seat 1 Robin G. Clegg Seat 3 Lynn Carlson Seat 5 George S. Barnard Seat 7 Paul Sprecco Seat 9 Wyatt Allen Jr. Seat 11 Tom Medvitz (Appt.) Seat 13 Linda Strom Seat 15 Bob Turner	8		37,000	200	\$285
	Comments: Seat numbers are for identification purposes only. Candidates are voted on "at large" (by all voters of the district).				

SPECIAL DISTRICTS (Continued)

POSITIONS TO BE FILLED AND ESTIMATED COST OF CANDIDATE STATEMENTS

DISTRICT/INCUMBENT * 2-year term	POSITIONS TO BE FILLED		REGISTERED VOTERS	CANDIDATE STATEMENTS OF QUALIFICATIONS	
	4-year	2-year	(Approx.)	No. of Words	Cost
LAKESIDE FIRE PROTECTION James K. Bingham Nicholas E. Johnson	2		32,000	200	\$260
LAKESIDE WATER (IRRIGATION) Div. 1 Eileen Neumeister Div. 4 M. Bruce Robertson Div. 5 Steve Johnson	3		4,000 3,000 3,000	200	\$120 \$115 \$115
Comments: Candidates must live within the division boundaries and only voters within those boundaries will vote on that contest.					
LEUCADIA WASTEWATER Judy Hanson Allan Julisussen Donald Omsted	3		36,000	200	\$280
LOWER SWEETWATER FIRE PROTECTION (Vacant)	1		800	200	\$100
MAJESTIC PINES COMMUNITY SERVICES Kurt Boettcher Robert Markart Kevin Dubler	3		600	200	\$100
					District Pays
MOOTAMAI MUNICIPAL WATER Div. 4 Julia J. Schell Div. 5 Norma Larios	2		12 8	200	\$100 \$100
Comments: Candidates must live within the division boundaries and only voters within those boundaries will vote on that contest.					
MORRO HILLS COMMUNITY SERVICES Tom Harrington Ken Buccellato (Vacant)	3		600	200	\$100
NORTH COUNTY FIRE PROTECTION Ruth Harris Wayne Hooper Paul Schaden	3		24,000	200	\$220
OLIVENHAIN MUNICIPAL WATER Div. 2 Lawrence A. Watt (Appt.) Div. 3 Christy Guerin (Appt.) Div. 5 Edmund K. Sprague	3		9,000 8,000 9,000	200	\$145 \$140 \$145
Comments: Candidates must live within the division boundaries and only voters within those boundaries will vote on that contest.					

SPECIAL DISTRICTS (Continued)

POSITIONS TO BE FILLED AND ESTIMATED COST OF CANDIDATE STATEMENTS

DISTRICT/INCUMBENT * 2-year term	POSITIONS TO BE FILLED		REGISTERED VOTERS	CANDIDATE STATEMENTS OF QUALIFICATIONS	
	4-year	2-year	(Approx.)	No. of Words	Cost
OTAY WATER (MUNICIPAL) Div. 2 Mitchell Thompson (Appt.) Div. 4 Jose Lopez Div. 5 Mark Robak	3		14,000 17,000 18,000	200	\$170 \$185 \$190
	Comments: Candidates must live within the division boundaries and only voters within those boundaries will vote on that contest.				
PADRE DAM MUNICIPAL WATER Div. 2 August Scalzitti Div. 4 August A. Caires	2		11,000 11,000	200	\$155 \$155
	Comments: Candidates must live within the division boundaries and only voters within those boundaries will vote on that contest.				
PALOMAR HEALTH Nancy Bassett Linda Greer Marcelo Rivera	3		238,000	200	\$1,290
PAUMA MUNICIPAL WATER Div. 1 Eric Jiles Div. 2 Warren Lyall Div. 4 Donald Armstrong	3		8 7 4	200	\$100 \$100 \$100
	Comments: Candidates must live within the division boundaries and only voters within those boundaries will vote on that contest.				District Pays
PAUMA VALLEY COMMUNITY SERVICES Charles A. Mathews Heidi Person	2		400	200	\$100
PINE VALLEY COMMUNITY PLANNING Seat 1 Richard Story Vogel (Appt.) Seat 3 Jeff Strohming Seat 5 Bob Smith Seat 7 Terry Glardon Seat 9 Michael Platter (Appt.) Seat 11 Robert F. Kuntze Seat 13 Tom McNicol	7		1,500	200	\$105
	Comments: Seat numbers are for identification purposes only. Candidates are voted on "at large" (by all voters of the district).				
PINE VALLEY FIRE PROTECTION Steven Davis William Huskey	2		1,400	200	\$105
POTRERO COMMUNITY PLANNING Seat 1 Janet Warren Seat 3 Terry Stephens Seat 5 Will Crawley IV Seat 7 Gordon Hammers Seat 9 Karey Giguere	5		500	200	\$100
	Comments: Seat numbers are for identification purposes only. Candidates are voted on "at large" (by all voters of the district).				

SPECIAL DISTRICTS (Continued)

POSITIONS TO BE FILLED AND ESTIMATED COST OF CANDIDATE STATEMENTS

DISTRICT/INCUMBENT * 2-year term	POSITIONS TO BE FILLED		REGISTERED VOTERS	CANDIDATE STATEMENTS OF QUALIFICATIONS	
	4-year	2-year	(Approx.)	No. of Words	Cost
QUESTHAVEN MUNICIPAL WATER Div. 2 Gordon Bleth Div. 4 Jonathan Wiltshire	2		1 1	200	\$100 \$100
	Comments: Candidates must live within the division boundaries and only voters within those boundaries will vote on that contest.				
RAINBOW COMMUNITY PLANNING Seat 1 Clell Swanson Seat 3 Dennis Sanford (Appt.) Seat 5 James Anderson Seat 7 William Crocker Seat 9 Gary Drake (Appt.) Seat 11 Ron Trotter Seat 13 Keith Flanagan Seat 15 Julio Avila	8		1,000	200	\$105
	Comments: Seat numbers are for identification purposes only. Candidates are voted on "at large" (by all voters of the district).				
RAINBOW MUNICIPAL WATER Div. 1 Harriette "Helene" Brazier (Appt.) Div. 2 Jack Griffiths Div. 5 Dennis Sanford (Appt.)	3		3,000 2,000 2,000	200	\$115 \$110 \$110
	Comments: Candidates must live within the division boundaries and only voters within those boundaries will vote on that contest.				
RAMONA COMMUNITY PLANNING Seat 1 Jim Piva Seat 3 Angus Tobiason Seat 5 Chris Anderson Seat 7 Paul Stykel Seat 9 Rich Tomlinson Seat 11 Eb Hogervorst Seat 13 Bob Hailey Seat 15 Torry Brean	8		19,466	200	\$195
	Comments: Seat numbers are for identification purposes only. Candidates are voted on "at large" (by all voters of the district).				
RAMONA MUNICIPAL WATER Div. 1 Darrell Beck Div. 3 Bryan Wadlington Div. 5 Everett "Red" Hager	3		2,000 4,000 5,000	200	\$110 \$120 \$125
	Comments: Candidates must live within the division boundaries and only voters within those boundaries will vote on that contest.				
RANCHO SANTA FE COMMUNITY SERVICES Doug Moul Ronald D. Mc Mahon	2		5,000	200	\$125
RANCHO SANTA FE FIRE PROTECTION James H. Ashcraft Nancy C. Hillgren & Randall Malin	3		16,000	200	\$180
RINCON DEL DIABLO MUNICIPAL WATER Div. 2 David Drake Div. 5 Diana L. Towne	2		8,000 9,000	200	\$140 \$145
	Comments: Candidates must live within the division boundaries and only voters within those boundaries will vote on that contest.				

SPECIAL DISTRICTS (Continued)

POSITIONS TO BE FILLED AND ESTIMATED COST OF CANDIDATE STATEMENTS

DISTRICT/INCUMBENT * 2-year term	POSITIONS TO BE FILLED		REGISTERED VOTERS	CANDIDATE STATEMENTS OF QUALIFICATIONS	
	4-year	2-year	(Approx.)	No. of Words	Cost
RINCON RANCH COMMUNITY SERVICES Shaun A. Summers Rosalio Plascencia	2		87	200	\$100
SAN DIEGO RURAL FIRE PROTECTION Dale Amato Larry Baldwin Doane Glitschka	3		11,000	200	\$155
SAN DIEGUITO COMMUNITY PLANNING Seat 1 (Vacant) Seat 3 Paul Marks Seat 5 Neil Weinstein Seat 7 Bruce Liska Seat 9 Nicholas Christenfeld Seat 11 Jack McGee Seat 13 Lois Jones Seat 15 Doug Dill	8		17,000	200	\$185
Comments: Seat numbers are for identification purposes only. Candidates are voted on "at large" (by all voters of the district).					
SAN LUIS REY MUNICIPAL WATER Div. 2 Victor Pankey Div. 4 Helga Fritz	2		5 7	200	\$100 \$100
Comments: Candidates must live within the division boundaries and only voters within those boundaries will vote on that contest.					
SAN MIGUEL CONSOLIDATED FIRE PROTECTION Larry Jackman Dave Rickards Criss Brainard Karrie Johnston	4		62,000	200	\$410
SANTA FE IRRIGATION Div. 1 Kenneth Dunford Div. 2 Robert Irvin	2		2,000 3,000	200	\$110 \$115
Comments: Candidates shall be a voter in the district and a resident of the division. Registered voters of the division will vote for candidates in that division only.					
SOUTH BAY IRRIGATION Div. 2 Maria Rubalcaba Div. 3 Jose Preciado Div. 5 Margaret Welsh	3		9,000 12,000 13,000	200	\$145 \$160 \$165
Comments: Candidates shall be a voter in the district and a resident of the division. Registered voters of the division will vote for candidates in that division only.					

SPECIAL DISTRICTS (Continued)

POSITIONS TO BE FILLED AND ESTIMATED COST OF CANDIDATE STATEMENTS

DISTRICT/INCUMBENT * 2-year term	POSITIONS TO BE FILLED		REGISTERED VOTERS	CANDIDATE STATEMENTS OF QUALIFICATIONS	
	4-year	2-year	(Approx.)	No. of Words	Cost
SPRING VALLEY COMMUNITY PLANNING Seat 1 Robert H. Eble Seat 3 (Vacant) Seat 5 Scott Montgomery Seat 7 Richard Preuss (Appt.) Seat 9 Cliff Cunningham (Appt.) Seat 11 John Flynn (Appt.) Seat 13 Edward Woodruff Seat 15 (Vacant)	8		29,000	200	\$245
	Comments: Seat numbers are for identification purposes only. Candidates are voted on "at large" (by all voters of the district).				
SWEETWATER COMMUNITY PLANNING Seat 1 Liz Stonehouse Seat 3 Uwe Werner Seat 5 Mark Kukuchek Seat 7 Georjean Jensen Seat 9 Don Jensen Seat 11 Stephen Stonehouse Seat 13 Muriel Watson Seat 15 Sheri Todus	8		8,000	200	\$140
	Comments: Seat numbers are for identification purposes only. Candidates are voted on "at large" (by all voters of the district).				
TRI-CITY HEALTHCARE Rosemarie V. Reno Charlene Anderson George Coulter Kathleen Sterling	4		152,000	200	\$860
VALLE DE ORO COMMUNITY PLANNING Seat 1 Dan Mitrovich Seat 3 Larry Nichols Seat 5 O. Losyk-Tierney (Appt.) Seat 7 Clarice Manning Seat 9 Dan Hyatt Seat 11 Alli Henderson Seat 13 Susan Brownlee Seat 15 Josan Feathers	8		24,340	200	\$222
	Comments: Seat numbers are for identification purposes only. Candidates are voted on "at large" (by all voters of the district).				
VALLECITOS WATER Div. 1 Timothy Shell Div. 4 Margaret E. Ferguson Div. 5 Darrell Gentry	3		7,000 11,000 10,000	200	\$135 \$145 \$150
	Comments: Candidates must live within the division boundaries and only voters within those boundaries will vote on that contest.				
VALLEY CENTER COMMUNITY PLANNING Seat 1 Dave Anderson Seat 3 Deborah Hofer Seat 5 Hans Britsch Seat 7 Ann Quinley Seat 9 Christine Lewis Seat 11 Oliver Smith Seat 13 Rich Rudolf Seat 15 Brian Bachman	8		11,000	200	\$155
	Comments: Seat numbers are for identification purposes only. Candidates are voted on "at large" (by all voters of the district).				

SPECIAL DISTRICTS (Continued)

POSITIONS TO BE FILLED AND ESTIMATED COST OF CANDIDATE STATEMENTS

DISTRICT/INCUMBENT * 2-year term	POSITIONS TO BE FILLED		REGISTERED VOTERS	CANDIDATE STATEMENTS OF QUALIFICATIONS	
	4-year	2-year	(Approx.)	No. of Words	Cost
VALLEY CENTER FIRE PROTECTION William Palmer Weaver Simonsen	2		10,000	200	\$150
VALLEY CENTER MUNICIPAL WATER Div. 1 Robert A. Polito Div. 4 Charles W. Stone, Jr.	2		3,000 3,000	200	\$115 \$115
	Comments: Candidates must live within the division boundaries and only voters within those boundaries will vote on that contest.				
VALLEY CENTER PARKS AND RECREATION Roger Faber John Scibilia	2		10,000	200	\$150
VISTA FIRE PROTECTION Robert Fougner Jerry Hill Margaret Morgan	3		10,000	200	\$150
VISTA IRRIGATION Div. 2 Richard L. Vasquez Div. 4 Howard S. Williams Div. 5 Jo MacKenzie	3		8,000 12,000 10,000	200	\$140 \$160 \$150
	Comments: Candidates shall be a voter in the district and a resident of the division. Registered voters of the division will vote for candidates in that division only.				
WHISPERING PALMS COMMUNITY SERVICES Alan Arckless Phil Keep Kathy McHenry	3		2,000	200	\$110
WYNOLA WATER Franklin P. Miller Raymond Mitchell	2		N/A (Landowners)	200	\$100
	Comments: Candidates and voters must be landowners.				
YUIMA MUNICIPAL WATER Div. 2 Mike Fitzsimmons Div. 3 Ron Watkins Div. 5 George Stockton	3		142 225 80	200	\$100 \$100 \$100
	Comments: Candidates must live within the division boundaries and only voters within those boundaries will vote on that contest.				

NOMINATION PROCESS

All candidates desiring to have their name placed on the ballot are required to complete the nomination process.

CHECK QUALIFICATIONS	It is the <u>candidate's responsibility</u> to be certain he/she meets the qualifications for holding a particular office.
CANDIDATE MUST BE A REGISTERED VOTER	No person is eligible to be elected or appointed to an elective office unless that person is a registered voter and otherwise qualified to vote for that office at the time nomination papers are issued. (In some districts, the candidate must be a landowner. See "Specific Qualifications.")
WHERE TO OBTAIN/FILE DOCUMENTS	<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p>COMMUNITY PLANNING AREAS SCHOOL DISTRICTS</p> <p>UNIFORM DISTRICTS (UDEL) (aka: SPECIAL DISTRICTS) MUNICIPAL WATER DISTRICTS</p> </div> <div style="width: 35%;"> <p>{ All documents are available ONLY from the Registrar of Voters Office.</p> <p>{ All documents are available from the Registrar of Voters Office; <u>OR</u> from the District Office.</p> </div> </div> <p>Only the official documents may be used. Candidates or their authorized representatives will be given instructions on the procedures to be followed at the time nomination papers are issued.</p> <p>The documents must be filed with (returned to) ONLY the Registrar of Voters office, (no matter where they were obtained) by the filing deadline.</p>
NOMINATION PERIOD	<p>July 16 First day nomination documents may be issued.</p> <p>August 10 Last day to file (return) nomination documents. (Must be RECEIVED in the office of the Registrar of Voters by 5 pm. (E.C. Sec. 10510, 10603, B/S Policy I-1) A postmark is NOT acceptable.</p> <p>August 15 If the incumbent has failed to file by 5 pm, August 10, any qualified person other than the person who was the incumbent on the 88th day (August 10) shall have until 5 pm on the 83rd day (August 15) before the election to file nomination documents for the elective office. This section is not applicable where there is no incumbent eligible to be elected. (E.C. Sec. 10516)</p> <p>The extension DOES NOT apply to Community Planning Areas.</p>
CANDIDATE WITHDRAWAL	A candidate may withdraw until 5 pm on the last day of filing. The withdrawal must be in writing; no phone calls.
FILING FEE	There is <u>no filing fee</u> required to become a candidate. However, there is a fee if a candidate chooses to submit an <u>optional</u> candidate's statement of qualifications. (For some districts, the governing body has determined that the district will pay these costs. A chart in a separate section of this Guide lists the specific costs for each district.
APPLY EARLY	It is advisable for candidates to obtain nomination papers early during the filing period and to file them well in advance of the filing deadline so that any potential problems may be corrected within the deadlines.

CANDIDATE FILING DOCUMENTS

CANDIDATES FILING FOR THE NOVEMBER 6 ELECTION

OFFICE	Declaration of Candidacy	Statement of Qualifications	Code of Fair Campaign Practices	Ballot Designation Worksheet	Statement of Economic Interest	Campaign Disclosure Information
	(Required)	(Optional)	(Optional)	(Required)	(Required)	
School Districts	X	X	X	X	X	Varies, depending on financial activity of the candidate/ committee. Call 858-694-3407 with questions
Special Districts (Fire, Water, etc.)						
Community Planning Groups						
Cities	Contact the City Clerk for details.					

CANDIDATES IN A “RUN-OFF” ELECTION

OFFICE	Statement of Qualifications	Request to Change Ballot Designation	Ballot Designation Worksheet	Campaign Disclosure Information
	(Optional)	(Optional)	(Optional)	
U.S. Senate	Contact Sec. of State	<div>Required if designation will be different from Primary Election.</div>		Varies, depending on financial activity of the candidate/ committee. Call 858-694-3407 with questions.
Congress	X	File with Secretary of State <u>AND</u> Registrar of Voters.		
State Senate, State Assembly	X Allowed only if candidate agrees to Prop 34 requirements			
Superior Court Office #25	X			
Board of Supervisor District #3				
San Diego Community College				
San Diego Unified School				
Cities	Contact the City Clerk for details.			

CANDIDATE FILING DOCUMENTS (Continued)

AUTHORIZATION FOR CANDIDATE'S REPRESENTATIVE	<p>A candidate may give written authorization for nomination papers to be issued to a representative. The authorization must include:</p> <ul style="list-style-type: none"> ◆ the name of the representative(s), ◆ the candidate's name, ◆ candidate's residence address, phone number, ◆ the office sought, including the Division, Seat Number, or Trustee Area (if applicable), and Full or Short Term (if applicable), ◆ language indicating that the candidate is aware that the nomination documents must be completed and filed no later than August 10, and ◆ the candidate's signature. <p>The Registrar of Voters has prepared an "Authorization" form, which is available at www.sdvote.com but any reasonable facsimile will be accepted. The candidate must then personally sign the required nomination papers, either at the Registrar of Voters Office or before a notary public. <u>A representative is NOT authorized to sign nomination papers.</u></p>
DECLARATION OF CANDIDACY	<p>The document on which the candidate:</p> <ol style="list-style-type: none"> 1. Declares himself/herself a candidate for a particular office, 2. Provides his/her name and occupational designation as to appear on the ballot, 3. Provides his/her current residence address and phone number, and 4. States he/she is qualified and will accept the office, if elected. <p><i>(E.C. Sec. 10511)</i></p> <p style="text-align: center;">This form must be witnessed by either a notary or a Registrar of Voters deputy.</p>
CODE OF FAIR CAMPAIGN PRACTICES	<p>A voluntary document a candidate may sign and file with the Registrar of Voters. As stated in Elections Code Sec. 20400, "The purpose in creating the Code of Fair Campaign Practices is to give voters guidelines in determining fair play and to encourage candidates to discuss issues instead of untruths or distortions."</p>
FINANCIAL FORMS	<p>Please follow the instructions given in the manuals and forms available from the Campaign and Financial Section of the Registrar of Voters Office. There are additional details beginning on Page 55.</p> <p>Forms can also be downloaded from the Fair Political Practices Commission website: www.fppc.ca.gov (Click on "Forms & Manuals")</p>
CANDIDATE STATEMENT OF QUALIFICATIONS	<p>The document on which a candidate may write a statement to be mailed to the voters. The statement will be included in the San Diego County Sample Ballot and Voter Information Pamphlet. The statement for most districts is limited to 200 words; some districts allow 250 or 400. A chart in a separate section of this Guide lists the specific costs and word count allowed for each district. <i>(E.C. Sec. 13307)</i></p>
BALLOT DESIGNATION WORKSHEET	<p>This form is REQUIRED for all candidates who want to have a "ballot designation" printed under their name on the ballot. On this form the candidate will provide justification and documents (if any) to allow the specific designation requested. <i>(E.C. Sec. 13107.3)</i></p>

***CODE OF FAIR CAMPAIGN PRACTICES**

(Elections Code Sec. 20440)

Candidate's Name: _____

Office Title: _____

Election Date: _____

There are basic principles of decency, honesty, and fair play which every candidate for public office in the State of California has a moral obligation to observe and uphold, in order that, after vigorously contested, but fairly conducted campaigns, our citizens may exercise their constitutional right to a free and untrammelled choice and the will of the people may be fully and clearly expressed on the issues.

THEREFORE:

- (1) I SHALL CONDUCT my campaign openly and publicly, discussing the issues as I see them, presenting my record and policies with sincerity and frankness, and criticizing without fear or favor the record and policies of my opponents or political parties that merit such criticism.
- (2) I SHALL NOT USE OR PERMIT the use of character defamation, whispering campaigns, libel, slander, or scurrilous attacks on any candidate or his or her personal or family life.
- (3) I SHALL NOT USE OR PERMIT any appeal to negative prejudice based on a candidate's actual or perceived race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, age, sexual orientation, sex, including gender identity, or any other characteristic set forth in Section 12940 of the Government Code, or association with another person who has any of the actual or perceived characteristics set forth in Section 12940 of the Government Code.
- (4) I SHALL NOT USE OR PERMIT any dishonest or unethical practice that tends to corrupt or undermine our American system of free elections, or that hampers or prevents the full and free expression of the will of the voters including acts intended to hinder or prevent any eligible person from registering to vote, enrolling to vote, or voting.
- (5) I SHALL NOT coerce election help or campaign contributions for myself or for any other candidate from my employees.
- (6) I SHALL IMMEDIATELY AND PUBLICLY REPUDIATE support deriving from any individual or group that resorts, on behalf of my candidacy or in opposition to that of my opponent, to the methods and tactics that I condemn. I shall accept responsibility to take firm action against any subordinate who violates any provision of this code or the laws governing elections.
- (7) I SHALL DEFEND AND UPHOLD the right of every qualified American voter to full and equal participation in the electoral process.

I, the undersigned, candidate for election to public office in the State of California or treasurer or chairperson of a committee making any independent expenditures, hereby voluntarily endorse, subscribe to, and solemnly pledge myself to conduct my campaign in accordance with the above principles and practices.

Date

Candidate's Signature

*This form is **voluntary**. If you choose to file this, please read next page carefully before signing.

PROVISIONS OF THE CODE OF FAIR CAMPAIGN PRACTICES

as found in Chapter 5 of Division 20 of the California Elections Code

Chapter 5. Fair Campaign Practices

Article 1. General Intent

20400. Intent of legislature.

The Legislature declares that the purpose of this chapter is to encourage every candidate for public office in this state to subscribe to the Code of Fair Campaign Practices.

It is the ultimate intent of the Legislature that every candidate for public office in this state who subscribes to the Code of Fair Campaign Practices will follow the basic principles of decency, honesty, and fair play in order that, after vigorously contested, but fairly conducted campaigns, the citizens of this state may exercise their constitutional right to vote, free from dishonest and unethical practices which tend to prevent the full and free expression of the will of the voters.

The purpose in creating the Code of Fair Campaign Practices is to give voters guidelines in determining fair play and to encourage candidates to discuss issues instead of untruths or distortions.

Article 2. Definitions¹

20420. Definition of “Code”.

As used in this chapter, “Code” means the Code of Fair Campaign Practices.

Article 3. Code of Fair Campaign Practices

20440. Subscription to code; form.

At the time an individual is issued his or her declaration of candidacy, nomination papers, or any other paper evidencing an intention to be a candidate for public office, the elections official, shall give the individual a blank form of the code and a copy of this chapter. The elections official shall inform each candidate for public office that subscription to the code is voluntary.

In the case of a committee making an independent expenditure as defined in Section 82031 of the Government Code, the Secretary of State shall provide a blank form and a copy of this chapter to the individual filing, in accordance with Title 9 (commencing with Section 81000) of the Government Code, an initial campaign statement on behalf of the committee. The text of the code shall read, as follows: (see reverse side.)

20441. Supply of forms.

The Secretary of State shall print, or cause to be printed, blank forms of the code. The Secretary of State shall supply the forms to the elections officials in quantities and at times requested by the elections officials.

20442. Retention of forms; public inspection.

The elections official shall accept, at all times prior to the election, all completed forms that are properly subscribed to by a candidate for public office and shall retain them for public inspection until 30 days after the election.

20443. Public Record

Every code subscribed to by a candidate for public office pursuant to this chapter is a public record open for public inspection.

20444. Voluntary.

In no event shall a candidate for public office be required to subscribe to or endorse the code.

¹**304.**

“Campaign advertising or communication” means a communication authorized by a candidate or a candidate’s controlled committee, as defined in Section 82016 of the Government Code, or by a committee making independent expenditures, as defined in Section 82031 of the Government Code, or by a committee formed primarily to support or oppose a ballot measure, as defined in Section 82047.5 of the Government Code, for the purpose of advocating the election or defeat of a qualified candidate through any broadcasting station, newspaper, magazine, outdoor advertising facility, direct mailing, or any other type general, public, political advertising.

305.

“Candidate for public office” means an individual who has qualified to have his or her name listed on the ballot of any election, or who has qualified to have written votes on his or her behalf counted by election officials, for nomination for, or election to, any state, regional, county, municipal, or district office which is filled at an election. The provisions of this chapter do not apply to candidates for federal office.

BALLOT DESIGNATION

CANDIDATE'S NAME

The candidate's name as provided by the candidate on the Declaration of Candidacy is the way it will appear on the ballot. It **CANNOT** be changed after the nomination period has ended.

A CANDIDATE MAY:	<ul style="list-style-type: none"> ◆ Use a nickname, provided the given name or initials are shown. ◆ Use only the initials of the given name with the last name. ◆ Omit the middle name. ◆ Use a shortened familiar form of the given name. <p>EXAMPLE: Bill for William, Dick for Richard, Pat for Patricia, Terry for Theresa,</p>
A CANDIDATE MAY NOT:	<ul style="list-style-type: none"> ◆ Use titles such as "Miss," "Mrs.," "Dr.," "Col.," "Rev." No title or degree shall appear on the same line on a ballot as a candidate's name, either before or after a candidate's name. (E.C. Sec. 13106) ◆ Change his/her name within one year prior to the election. If the candidate has changed his/her name within one year prior to the election, the new name shall not appear on the ballot unless the change was made by marriage or by decree of any court of competent jurisdiction. (E.C. Sec. 13104)

ORDER OF NAMES ON THE BALLOT

WHEN DETERMINED	<p>On August 16 the Secretary of State will conduct a random drawing of the alphabet and Registrars of Voters/County Clerks throughout the state will follow this same alphabet. Names of candidates will be arranged on the ballot in accordance with the random alphabet. (E.C. Sec. 13112)</p> <p>Exception: If the office is that of State Senator or Member of the Assembly and the district includes more than one county, the Registrar of Voters in each county shall conduct a drawing of the alphabet. The results of the drawing shall be known as a county randomized ballot and shall be used only to arrange the names of the candidates when the district includes more than one county. (E.C. Sec. 13111)</p> <p>In San Diego County, this will affect the 71st and 75th Assembly Districts. Those interested in observing the local random drawing are invited to the Registrar of Voters Office: Thursday, August 16 at 11 am</p>
BALLOT ROTATION	<ul style="list-style-type: none"> ◆ United States Senator ◆ Superior Court Judges ◆ Congress <p>Rotated names will appear in the random order in the lowest numbered Assembly District in which the office appears; thereafter, for each succeeding Assembly District, the name appearing first in the last preceding Assembly District shall be placed last, the order of the other names remaining unchanged. (E.C. Sec. 13111)</p> <ul style="list-style-type: none"> ◆ The order of CANDIDATE names for all other offices will not change. (E.C. Sec. 13111)

BALLOT DESIGNATION (Continued)

BALLOT DESIGNATION CLARIFICATION

There are just **THREE** choices for a ballot designation:

PICK ONE

- 1** Words designating a **currently held elected position**; more than three words are allowed.
Acceptable: Member, XYZ Water District
Governing Board Member, ABC School District
Not Acceptable: Governing Board Member/Parent
(Too many words; "Parent" is not part of elected position)
Governing Board President, ABC School District
(Too many words; "President" is not an elected position; "Member" is)
- 2** **"Incumbent"** or **"Appointed Incumbent,"** or "Appointed" and the title of the office.
This cannot be combined with any other designation.
Acceptable: Incumbent
Appointed Member, ABC Fire District
Not Acceptable: Incumbent/Businesswoman
Appointed Incumbent/Educator
- 3** **No more than three words** designating the current principal profession, vocation, or occupation, or occupations of the candidate during the calendar year immediately preceding the filing of nomination documents. Geographic names are considered one word.
Acceptable: Board Member/Attorney
Attorney/Small Businessman
Not Acceptable: Business Manager/Educational Consultant/Educator
(Too many words)

**The Secretary of State Ballot Designation Regulations
on the following pages explain these choices in further detail.**

**"Community Volunteer" is acceptable
if the requirements of E.C. 13107.5 (printed below) are met.**

Section 13107.5

- (a) A candidate's ballot designation as "community volunteer" shall constitute a valid principal vocation or occupation for purposes of subdivision (a) of Section 13107, if not otherwise in violation of any of the restrictions set forth in that section, and subject to the following conditions:
 - (1) A candidate's community volunteer activities constitute his or her principal profession, vocation, or occupation.
 - (2) A candidate is not engaged concurrently in another principal profession, vocation, or occupation.
 - (3) A candidate may not use the designation of "community volunteer" in combination with any other principal profession, vocation, or occupation designation.
- (b) The Secretary of State shall by regulation define what constitutes a community volunteer for purposes of this section.

BALLOT DESIGNATION WORKSHEET

(California Elections Code Sec. 13107.3)

- This form must be filed at the same time as the Declaration of Candidacy.
- If this form is not filed, then **NO designation** shall appear under the candidate's name on the ballot.

Name of Candidate: _____

Office Sought: _____ Party (if applicable): _____ N/A

Residence Address: _____

Business Address: _____

Telephone Numbers: _____

Day

Evening

Contact Info: _____

Fax Number

Email Address

Name of Attorney (or other person) authorized to act in your behalf:

Please print

Mailing Address: _____

Residence Address: _____

Business Address: _____

Telephone Numbers: _____

Day

Evening

Contact Info: _____

Fax Number

Email Address

PROPOSED BALLOT DESIGNATION:

First Choice: _____

Alternative No. 1: _____

Alternative No. 2: _____

Describe what you do and why you believe you are entitled to use the requested ballot designation. If using "incumbent" or the title of an elective office, you may submit a copy of your certificate of election or appointment, or a copy of the election results.
(Please ask if you need a copy of the results from a prior election.)

Your Job Title: _____ Dates in Position: _____

Name of Employer or Business: _____

Person(s) who can verify this information:

Name(s): _____

Telephone Number(s): _____

To the best of my knowledge and belief, the above-requested ballot designation(s) represent my true principal profession(s), vocation(s), and/or occupation(s) that I am entitled to use as my ballot designation(s) pursuant to California Elections Code §13107.

Date: _____ Candidate's Signature: _____

You may attach any documents or exhibits that you believe support your proposed ballot designation.
(Possible forms of documentation may include: Business cards, business license, and/or proof of association membership)
These documents will not be returned to you. Therefore, **do not submit originals.**

CALIFORNIA ELECTIONS CODE SECTIONS REGARDING BALLOT DESIGNATION REQUIREMENTS

Section 13106.

No title or degree shall appear on the same line on a ballot as a candidate's name, either before or after the candidate's name, in the case of any election to any office.

Section 13107.

- (a) With the exception of candidates for Justice of the State Supreme Court or court of appeal, immediately under the name of each candidate, and not separated from the name by any line, may appear at the option of the candidate only one of the following designations:
- (1) Words designating the elective city, county, district, state, or federal office which the candidate holds at the time of filing the nomination documents to which he or she was elected by vote of the people, or to which he or she was appointed, in the case of a superior court judge.
 - (2) The word "incumbent" if the candidate is a candidate for the same office which he or she holds at the time of filing the nomination papers, and was elected to that office by a vote of the people, or, in the case of a superior court judge, was appointed to that office.
 - (3) No more than three words designating either the current principal professions, vocations, or occupations of the candidate, or the principal professions, vocations, or occupations of the candidate during the calendar year immediately preceding the filing of nomination documents. For purposes of this section, all California geographical names shall be considered to be one word. Hyphenated words that appear in any generally available standard reference dictionary, published in the United States at any time within the 10 calendar years immediately preceding the election for which the words are counted, shall be considered as one word. Each part of all other hyphenated words shall be counted as a separate word.
 - (4) The phrase "appointed incumbent" if the candidate holds an office other than a judicial office by virtue of appointment, and the candidate is a candidate for election to the same office, or, if the candidate is a candidate for election to the same office or to some other office, the word "appointed" and the title of the office. In either instance, the candidate may not use the unmodified word "incumbent" or any words designating the office unmodified by the word "appointed." However, the phrase "appointed incumbent" shall not be required of a candidate who seeks reelection to an office which he or she holds and to which he or she was appointed, as a nominated candidate, in lieu of an election, pursuant to Sections 5326 and 5328 of the Education **Code** or Section 7228, 7423, 7673, 10229, or 10515 of this **code**.
- (b) Neither the Secretary of State nor any other election official shall accept a designation of which any of the following would be true:
- (1) It would mislead the voter.
 - (2) It would suggest an evaluation of a candidate, such as outstanding, leading, expert, virtuous, or eminent.
 - (3) It abbreviates the word "retired" or places it following any word or words which it modifies.
 - (4) It uses a word or prefix, such as "former" or "ex-," which means a prior status. The only exception is the use of the word "retired."
 - (5) It uses the name of any political party, whether or not it has qualified for the ballot.
 - (6) It uses a word or words referring to a racial, religious, or ethnic group.
 - (7) It refers to any activity prohibited by law.
- (c) If, upon checking the nomination documents, the election official finds the designation to be in violation of any of the restrictions set forth in this section, the election official shall notify the candidate by registered or certified mail return receipt requested, addressed to the mailing address appearing on the candidate's nomination documents.
- (1) The candidate shall, within three days from the date of receipt of the notice, appear before the election officer or, in the case of the Secretary of State, notify the Secretary of State by telephone, and provide an alternate designation.
 - (2) In the event the candidate fails to provide an alternate designation, no designation shall appear after the candidate's name.
- (d) No designation given by a candidate shall be changed by the candidate after the final date for filing nomination documents, except as specifically requested by the **elections** official as specified in subdivision (c) or as provided in subdivision (e).
- (e) The designation shall remain the same for all purposes of both primary and general **elections**, unless the candidate, at least 98 days prior to the general election, requests in writing a different designation which the candidate is entitled to use at the time of the request.
- (f) In all cases, words so used shall be printed in 8-point roman uppercase and lowercase type except that, if the designation selected is so long that it would conflict with the space requirements of Sections 13207 and 13211, the **elections** official shall use a type size for the designation for each candidate for that office sufficiently smaller to meet these requirements.
- (g) Whenever a foreign language translation of a candidate's designation is required under the Voting Rights Act of 1965 (42 U.S.C.A. Sec. 1971), as amended, to appear on the ballot in addition to the English language version, it shall be as short as possible, as consistent as is practicable with this section, and shall employ abbreviations and initials wherever possible in order to avoid undue length.

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BALLOT DESIGNATION REGULATIONS

Chapter 7. Ballot Designations

§ 20710. General Provisions.

- (a) The regulatory purpose of this Chapter is to ensure the accurate designation of the candidate upon the ballot in order that an informed electorate may intelligently elect one of the candidates.
- (b) The Secretary of State shall, at all times, apply and interpret the provisions of Elections Code § 13107 and the regulations included in this Chapter in a manner consistent with the regulatory purpose of this Chapter.
- (c) Candidates are not required to use a ballot designation pursuant to Elections Code § 13107, subdivision (a), and may opt to leave the space for such a designation on the ballot blank. In order to notify the elections official as to whether he or she will use a ballot designation or will opt to leave the ballot designation space blank, the candidate must initial the appropriate box on the Declaration of Candidacy or otherwise so indicate on the Declaration of Candidacy.
- (d) Pursuant to Elections Code § 13107, subdivision (a), a candidate may submit a proposed ballot designation pursuant to any one of the four provisions specified in Elections Code § 13107, subdivision (a), subparts (1) through (4), applicable to that candidate. The candidate shall be free to select from which of the applicable four subparts he or she is submitting his or her proposed ballot designation.
- (e) The regulations set forth in this Chapter shall apply only to elections held for offices for which elections returns are certified by the Secretary of State of the State of California.
- (f) Whenever, the word "should" is used in this Chapter, it is recommended, not mandatory.

Note: Authority: Section 12172.5, Government Code
Reference: Section 13107, Elections Code

§ 20711. Ballot Designation Worksheet.

- (a) In order to facilitate review of a candidate's proposed ballot designation by the Secretary of State pursuant to Elections Code § 13107, the candidate shall submit, at the time of filing his or her proposed ballot designation on the Declaration of Candidacy, a completed Ballot Designation Worksheet on a form provided by the Secretary of State.
- (b) All Ballot Designation Worksheets filed with the Office of the Secretary of State or the county elections officials pursuant to this section shall be public records and shall be available for inspection and copying at the public counter of the Elections Division of the Office of the Secretary of State, Fifth Floor, 1500 11th Street, Sacramento, California 95814, or at the office of the applicable county elections official.
- (c) The Secretary of State shall provide a master copy or copies of the Ballot Designation Worksheet to all elections officials responsible for providing and accepting the nomination documents for candidates in elections for offices certified by the Secretary of State. The Ballot Designation Worksheet shall request that the candidate proposing the ballot designation provide the following information:
 - (1) The candidate's name, home, business and mailing addresses, telephone numbers, e-mail address, if available, and fax number;
 - (2) A designation of the office for which the candidate is seeking election;
 - (3) The name, home, business and mailing addresses, telephone numbers, e-mail address, if available, and fax number of the attorney representing the candidate or for any other person to be contacted in the event the Secretary of State requires further information regarding the proposed ballot designation;
 - (4) The proposed ballot designation submitted by the candidate;
 - (5) The candidate may submit one or more proposed alternate ballot designations ranked in order of the candidate's preference;
 - (6) A brief statement identifying the factual basis upon which the candidate claims the proposed ballot designation and each proposed alternate ballot designation, including the following:
 - (A) If the candidate holds elected office and is submitting his or her proposed ballot designation pursuant to Elections Code § 13107, subdivisions (a)(1) or (a)(2), the candidate shall indicate the elective office he or she currently occupies and may attach a copy of his or her Certificate of Election;
 - (B) If the candidate is a judicial officer and is submitting his or her proposed ballot designation pursuant to Elections Code § 13107, subdivisions (a)(1) or (a)(2), the candidate shall indicate the elective office he or she currently holds and may attach either (A) a copy of his or her Certificate of Election or (B) a copy of his or her commission or certificate of appointment, issued at the time the candidate was appointed to the judicial office which he or she currently occupies;
 - (C) If the candidate submits a ballot designation pursuant to Elections Code § 13107, subdivision (a)(3), the candidate shall indicate:
 - (i) The title of the position or positions which he or she claims supports the proposed ballot designation;
 - (ii) The dates during which the candidate held such position;
 - (iii) A description of the work he or she performs in the position;
 - (iv) The name of the candidate's business or employer;

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BALLOT DESIGNATION REGULATIONS (Continued)

- (v) The name and telephone number of a person or persons who could verify such information; and
 - (vi) A statement that the professions, vocations or occupations relied upon to support the proposed ballot designation constitute the primary, main or leading professions, vocations or occupations of the candidate, in accordance with the definition of the term "principal" as set forth at § 20714, subdivision (b).
- (D) If the candidate submits a ballot designation pursuant to Elections Code § 13107, subdivision (a)(4), the candidate shall indicate the date on which he or she was appointed to the office for which he or she is an appointed incumbent.
- (d) The candidate may attach or append any supporting documents or other exhibits to his or her Ballot Designation Worksheet which he or she believes support his or her proposed ballot designation. Such attached documents or other exhibits shall be deemed to be incorporated by reference as part of the candidate's Ballot Designation Worksheet and shall be considered as such by the Secretary of State.
- (e) If a candidate requests a change of his or her ballot designation pursuant to Elections Code § 13107(e), that request shall be accompanied by a Ballot Designation Worksheet.

Note: Authority cited: Section 12172.5, Government Code.
Reference: Sections 13107, 13107.3, Elections Code.

§ 20712. PROPOSED BALLOT DESIGNATIONS SUBMITTED PURSUANT TO ELECTIONS CODE § 13107, SUBDIVISION (A) (1).

Proposed ballot designations submitted pursuant to Elections Code § 13107, subdivision (a) (1), shall be subject to the following provisions:

- (a) In the case of candidates holding elective city, county, district, state, or federal office, the candidate's ballot designation shall be the elective office which the candidate holds at the time of filing the nomination documents.
- (b) In the case of judicial officers, the candidate's ballot designation shall be the elective office which the candidate holds at the time of filing the nomination documents.
- (c) There shall be no word count limitation applicable to ballot designations submitted pursuant to Elections Code § 13107, subdivision (a) (1).
- (d) Proposed ballot designations indicating a position of legislative leadership or leadership in another elected body, such as "Majority Leader of the California Senate," "Minority Leader of the California State Assembly," "Speaker of the California State Assembly," "President Pro Tempore of the California State Senate," "City of Orange Mayor Pro Tem," and the like, are not elective offices described in Elections Code § 13107, subdivision (a) (1). Such ballot designations are improper, pursuant to Elections Code § 13107, subdivision (a) (1). They may, however, subject to the three-word limit, be considered under the provisions of § 13107(a) (3). Examples of acceptable ballot designations under this section include, but are not limited to, "Assembly Minority Leader," "California Assembly Speaker," and "Mayor Pro Tem."
- (e) Proposed ballot designations indicating that the candidate is a member of the state or county central committee of a political party, or an officer of a state or county central committee of a political party, are improper, as such positions do not constitute elective county or state offices as specified in Elections Code § 13107, subdivision (a)(1).

Note: Authority cited: Section 12172.5, Government Code.
Reference: Section 13107, Elections Code.

§ 20713. Proposed Ballot Designations Submitted Pursuant to Elections Code § 13107, Subdivision (a)(2).

Proposed ballot designations submitted pursuant to Elections Code § 13107, subdivision (a)(2), shall be subject to the following provisions:

- (a) A proposed ballot designation submitted pursuant to Elections Code § 13107, subdivision (a)(2), is limited "incumbent," as that term is defined in Elections Code § 13107, subdivision (a)(2).
- (b) The term "incumbent" must be used as a noun. It shall not be used in conjunction with any other words, including any accompanying adjectives or modifiers, and must stand alone. A candidate qualified to use this designation pursuant to Elections Code § 13107, subdivision (a)(2), shall be entitled to use the ballot designation "Incumbent."
- (c) The word "incumbent" is strictly limited for use in ballot designations submitted pursuant to Elections Code § 13107, subdivision (a)(2), and may not be used as an adjective in any other ballot designation.

Note: Authority: Section 12172.5, Government Code
Reference: Section 13107, Elections Code

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BALLOT DESIGNATION REGULATIONS (Continued)

§ 20714. Proposed Ballot Designations Submitted Pursuant to Elections Code § 13107, Subdivision (a)(3).

Proposed ballot designations submitted pursuant to Elections Code § 13107, subdivision (a)(3), shall be subject to the following provisions:

- (a) The terms "profession," "vocation," or "occupation," as those terms are used in Elections Code § 13107, subdivision (a)(3), are defined as follows:
 - (1) "Profession" means a field of employment requiring special education or skill and requiring knowledge of a particular discipline. The labor and skill involved in a profession is predominantly mental or intellectual, rather than physical or manual. Recognized professions generally include, but are not limited to, law, medicine, education, engineering, accountancy, and journalism. Examples of an acceptable designation of a "profession," as defined in Elections Code § 13107, subdivision (a)(3), include, but are not limited to, "attorney," "physician," "accountant," "architect," and "teacher."
 - (2) "Vocation" means a trade, a religious calling, or the work upon which a person, in most but not all cases, relies for his or her livelihood and spends a major portion of his or her time. As defined, vocations may include, but are not limited to, religious ministry, child rearing, homemaking, elderly and dependent care, and engaging in trades such as carpentry, cabinetmaking, plumbing, and the like. Examples of an acceptable designation of a "vocation," as defined in Elections Code § 13107, subdivision (a)(3), include, but are not limited to, "minister," "priest," "mother," "father," "homemaker," "dependent care provider," "carpenter," "plumber," "electrician," and "cabinetmaker."
 - (3) "Occupation" means the employment in which one regularly engages or follows as the means of making a livelihood. Examples of an acceptable designation of an "occupation," as defined in Elections Code § 13107, subdivision (a)(3), include, but are not limited to, "rancher," "restaurateur," "retail salesperson," "manual laborer," "construction worker," "computer manufacturing executive," "military pilot," "secretary," and "police officer."
- (b) "Principal," as that term is used in Elections Code § 13107, subdivision (a)(3), means a substantial involvement of time and effort such that the activity is one of the primary, main or leading professional, vocational or occupational endeavors of the candidate. The term "principal" precludes any activity which does not entail a significant involvement on the part of the candidate. Involvement which is only nominal, pro forma, or titular in character does not meet the requirements of the statute.
 - (1) If a candidate is licensed by the State of California to engage in a profession, vocation or occupation, the candidate is entitled to consider it one of his or her "principal" professions, vocations or occupations if (i) the candidate has maintained his or her license current as of the date he or she filed his or nomination documents by complying with all applicable requirements of the respective licensure, including the payment of all applicable license fees and (ii) the status of the candidate's license is active at the time he or she filed his or her nomination documents.
 - (2) A candidate who holds a professional, vocational or occupational license issued by the State of California may not claim such profession, vocation or occupation as one of his or her "principal" professions, vocations or occupations if (i) the candidate's licensure status is "inactive" at the time the candidate files his or her nomination document, or (ii) the candidate's license has been suspended or revoked by the agency issuing the license at the time the candidate files his or her nomination documents.
- (c) In order for a ballot designation submitted pursuant to Elections Code § 13107, subdivision (a)(3), to be deemed acceptable by the Secretary of State, it must accurately state the candidate's principal professions, vocations or occupations, as those terms are defined in subdivisions (a) and (b) herein. Each proposed principal profession, vocation or occupation submitted by the candidate must be factually accurate, descriptive of the candidate's principal profession, vocation or occupation, must be neither confusing nor misleading, and must be in full and complete compliance with Elections Code § 13107 and the regulations in this Chapter.
- (d) If the candidate is engaged in a profession, vocation or occupation at the time he or she files his or her nomination documents, the candidate's proposed ballot designation is entitled to consist of the candidate's current principal professions, vocations and occupations. In the event the candidate does not have a current principal profession, vocation or occupation at the time he or she files his or her nomination documents, the candidate may use a ballot designation consisting of his or her principal professions, vocations or occupations, which the candidate was principally engaged in during the calendar year immediately preceding the filing of the candidate's nomination papers.
- (e) A candidate may engage in multiple principal professions, vocations or occupations. Accordingly, the candidate may designate multiple principal professions, vocations or occupations. If a candidate proposes a ballot designation including multiple principal professions, vocations or occupations, the proposed ballot designation must comply with the following provisions:
 - (1) The proposed ballot designation must comply with the three-word limitation specified in Elections Code § 13107, subdivision (a)(3), and as implemented pursuant to subdivision (f) herein.
 - (2) Each such proposed profession, vocation or occupation shall be separately considered by the Secretary of State and must independently qualify as a "principal" profession, vocation or occupation, as that term is defined pursuant to subdivision (b) herein.
 - (3) When multiple professions, vocations or occupations are proposed as a ballot designation, they shall be separated by a slash ("/"). An example of an acceptable designation would be "Legislator/Rancher/Physician."

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BALLOT DESIGNATION REGULATIONS (Continued)

(f) Pursuant to Elections Code § 13107, subdivision (a)(3), the candidate's ballot designation shall be limited to not more than three (3) words. The following rules shall govern the application of the three-word limitation:

- (1) The proposed ballot designation shall be grammatically correct, generic, and all words must be spelled correctly.
- (2) Punctuation shall be limited to the use of a comma (e.g., District Attorney, Los Angeles County) and a slash (e.g., Legislator/Rancher/Physician), pursuant to subdivision (e) of this section. A hyphen may be used if, and only if, the use of a hyphen is called for in the spelling of a word as it appears in a standard reference dictionary of the English language, which was published in the United States at any time within the 10 calendar years immediately preceding the election for which the words are counted.
- (3) All California geographical names shall be considered to be one word and shall be limited to the names of cities, counties and states. The names of special districts and political subdivisions are not "geographical names," as that term is used in Elections Code § 13107, subdivision (a)(3). If the candidate desires, the geographical name may be used in the form of "City of . . .," "County of . . .," or "City and County of . . ." Examples of geographical names considered to be one word include Tehama County, Los Angeles County and County of Sacramento. Examples of designations containing a special district or political subdivision that are not geographical names include "Butte County Rural Fire District Captain," "Huntington Beach Unified School District President," and "South Bay Irrigation District Director."

NOTE: It is the opinion of the San Diego Registrar of Voters that a "district" name is also considered a geographical designation and will be counted as just one word for "local" offices. For state and federal offices, these SOS regulations will be enforced.

- (4) An acronym shall be counted as one word.
- (g) A candidate who chooses to include the name of his or her elective office with another profession, vocation, or occupation may do so pursuant to Elections Code section 13107(a)(3), but that ballot designation shall be limited to no more than three words. Examples of acceptable designations under this section include "State Senator/Rancher," "California Assemblywoman/Attorney," "County Supervisor/Teacher," and "State Controller/Businessman." Examples of unacceptable designations under this section include "Assemblyman, 57th District/Educator," "California State Senator/Architect," "Placer County Supervisor/Business Owner," and "Member, Board of Equalization/Banker."

Note: Authority cited: Section 12172.5, Government Code.
Reference: Sections 9, 13107, Elections Code.

§20714.5. "Community Volunteer."

- (a) "Community Volunteer" means a person who engages in an activity or performs a service for or on behalf of, without profiting monetarily, one or more of the following:
 - (1) A charitable, educational, or religious organization as defined by the United States Internal Revenue Code section 501(c)(3);
 - (2) A governmental agency; or
 - (3) An educational institution.
- (b) The activity or service must constitute substantial involvement of the candidate's time and effort such that the activity or service is the sole, primary, main or leading professional, vocational or occupational endeavor of the candidate within the meaning of subdivisions (a) and (b) of section 20714 of this Chapter.

Note: Authority cited: Section 12172.5, Government Code; Section 13107.5(b), Elections Code.
Reference: Sections 13107 and 13107.5, Elections Code; Section 501(c)(3), United States Internal Revenue Code.

§20715. Proposed Ballot Designations Submitted Pursuant to Elections Code §13107, Subdivision (a)(4).

- (a) Pursuant to Elections Code § 13107, subdivision (a)(4), a candidate may propose a ballot designation consisting of the phrase "appointed incumbent" if the candidate holds an office, other than a judicial office, by virtue of appointment, and the candidate is a candidate for election to the same office. The candidate may not use the unmodified word "incumbent" or any words designating the office unmodified by the word "appointed."
- (b) Pursuant to Elections Code § 13107, subdivision (a)(4), a candidate may propose a ballot designation consisting of the word "appointed" in conjunction with the elective office, if the candidate is a candidate for election to the same office or to some other office. The candidate may not use any words designating the office unmodified by the word "appointed."
- (c) There shall be no word count limitation applicable to ballot designations submitted pursuant to Elections Code § 13107, subdivision (a)(4).

Note: Authority: Section 12172.5, Government Code
Reference: Section 13107, Elections Code

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BALLOT DESIGNATION REGULATIONS (Continued)

§ 20716. Unacceptable Ballot Designations.

- (a) The Secretary of State shall reject as unacceptable any proposed ballot designation which fails to comply with Elections Code § 13107, subdivision (a); is prohibited pursuant to Elections Code § 13107, subdivision (b); is misleading; or is otherwise improper pursuant to the regulations set forth in this Chapter.
- (b) The following types of activities are distinguished from professions, vocations and occupations and are not acceptable as ballot designations pursuant to Elections Code § 13107, subdivision (a)(3):
 - (1) Avocations: An avocation is a casual or occasional activity, diversion or hobby pursued principally for enjoyment and in addition to the candidate's principal profession, vocation or occupation. Avocations may include, but are not limited to, hobbies, social activities, volunteer work (except as set forth in Section 20714.5 of this Chapter), and matters pursued as an amateur.
 - (2) Pro Forma Professions, Vocations and Occupations: Pro forma professions, vocations or occupations are positions held by the candidate which consume little or none of the candidate's time and which, by their nature, are voluntary or for which the candidate is not compensated, except as set forth in Section 20714.5 of this Chapter. Pro forma professions, vocations and occupations may include, but are not limited to, such pursuits as honorary peace officer, honorary chairperson, honorary professor, goodwill ambassador, official host or hostess and the like.
 - (3) Statuses: A status is a state, condition, social position or legal relation of the candidate to another person, persons or the community as a whole. A status is generic in nature and generally fails to identify with any particular specificity the manner by which the candidate earns his or her livelihood or spends the substantial majority of his or her time. Examples of a status include, but are not limited to, veteran, proponent, reformer, scholar, founder, philosopher, philanthropist, activist, patriot, taxpayer, concerned citizen, husband, wife, and the like.
- (c) Pursuant to Elections Code § 13107, subdivision (b)(1), the Secretary of State shall reject as unacceptable any proposed ballot designation which would mislead voters. In making this determination, the Secretary of State shall determine whether there is a substantial likelihood that a reasonably prudent voter would be misled as to the candidate's principal profession, vocation or occupation by the candidate's proposed ballot designation. The determination shall take into account the plain meaning of the words constituting the proposed ballot designation and the factual accuracy of the proposed ballot designation based upon supporting documents or other evidence submitted by the candidate in support of the proposed ballot designation, pursuant to §§ 20711 and 20717 of this Chapter.
- (d) A ballot designation may not comprise or include commercial identification information, such as a trademark, service mark, trade name, or the specific name of a business, partnership, corporation, company, foundation, or organization. Examples of an improper use of commercial identification information include, but are not limited to, "Acme Company President," "Universal Widget Inventor," "Director, Smith Foundation," "UCLA Professor," and the like.
- (e) Pursuant to Elections Code § 13107, subdivision (b)(2), the Secretary of State shall reject as unacceptable any proposed ballot designation which would suggest an evaluation of the candidate's qualifications, honesty, integrity, leadership abilities or character. Any laudatory or derogatory adjectives which would suggest an evaluation of the candidate's qualifications shall not be permitted. Such impermissible adjectives include, but are not limited to, "senior," "emeritus," "specialist," "magnate," "outstanding," "leading," "expert," "virtuous," "eminent," "best," "exalted," "prominent," "famous," "respected," "honored," "honest," "dishonest," "corrupt," "lazy," and the like.
- (f) Pursuant to Elections Code § 13107, subdivision (b)(3), the Secretary of State shall reject as unacceptable any proposed ballot designation which abbreviates the word "retired" or places it following any word or words which it modifies. Examples of impermissible designations include "Ret. Army General," "Major USAF, Retired" and "City Attorney, Retired."
- (g) Pursuant to Elections Code § 13107, subdivision (b)(4), the Secretary of State shall reject as unacceptable any proposed ballot designation which uses a word or prefix to indicate a prior profession, vocation, occupation or elected, appointed or judicial office previously held by the candidate. Such impermissible words or prefixes include, but are not limited to, "Ex-," "former," "past," and "erstwhile." Examples of impermissible designations include "Former Congressman," "Ex-Senator," and "Former Educator."
- (h)
 - (1) Subject to the provisions of Elections Code § 13107, subdivision (b)(4), use of the word "retired" in a ballot designation is generally limited for use by individuals who have permanently given up their chosen principal profession, vocation or occupation.
 - (2) In evaluating a proposed ballot designation including the word "retired," the Secretary of State will consider the following factors in making a determination as to the propriety of the use of the term "retired":
 - (A) Prior to retiring from his or her principal profession, vocation or occupation, the candidate worked in such profession, vocation or occupation for more than 5 years;
 - (B) The candidate is collecting, or eligible to collect, retirement benefits or other type of vested pension;
 - (C) The candidate has reached at least the age of 55 years;
 - (D) The candidate voluntarily left his or her last professional, vocational or occupational position; and,
 - (E) The candidate's retirement benefits are providing him or her with a principal source of income.
 - (3) If a candidate is requesting a ballot designation that he or she is a retired public official, the candidate must have previously voluntarily retired from public office, not have been involuntarily removed from office, not have been recalled by voters, and not have surrendered the office to seek another office or failed to win reelection to the office. If such a candidate did not voluntarily retire from public office, he or she may not use the word "retired" in his or her ballot designation.
 - (4) A candidate may not use the word "retired" in his or her ballot designation if that candidate possesses another more recent, intervening principal profession, vocation, or occupation.

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BALLOT DESIGNATION REGULATIONS (Continued)

- (i) Pursuant to Elections Code § 13107, subdivision (b)(5), the Secretary of State shall reject as unacceptable any proposed ballot designation which uses the name of any political party, whether or not it has qualified for recognized ballot status.
- (j) Pursuant to Elections Code § 13107, subdivision (b)(6), the Secretary of State shall reject as unacceptable any proposed ballot designation which uses a word or words referring to a racial, religious, or ethnic group.
 - (1) The Secretary of State shall reject as unacceptable any ballot designation which expressly contains or implies any ethnic or racial slurs or ethnically or racially derogatory language.
 - (2) If the candidate is a member of the clergy, the candidate may not make reference to his or her specific denomination. However, the candidate may use his or her clerical title as a ballot designation (e.g., "Rabbi," "Pastor," "Minister," "Priest," "Bishop," "Deacon," "Monk," "Nun," "Imam," etc.)
- (k) Pursuant to Elections Code § 13107, subdivision (b)(7), the Secretary of State shall reject as unacceptable any proposed ballot designation which refers to any activity prohibited by law. Unlawful activity includes any activities, conduct, professions, vocations, or occupations prohibited by state or federal law.

Note: Authority cited: Section 12172.5, Government Code.
Reference: Section 13107, Elections Code.

§ 20717. Requests for Supporting Documentation.

In addition to the Ballot Designation Worksheet required to be filed with the Secretary of State pursuant to Elections Code § 13107.3 and § 20711 of this Chapter, the Secretary of State may request that a candidate submit additional supporting documentation or other evidence to support the proposed ballot designation.

- (a) Time is of the essence regarding all matters pertaining to the review of proposed ballot designations submitted by candidates for public office. Failure to promptly submit requested supporting materials will preclude consideration of such materials in and the rendering of a final decision on the candidate's proposed ballot designation.
- (b) The Secretary of State will communicate, whenever possible, with the candidate in the most expeditious manner, including, but not limited to, telephone, facsimile transmission and electronic mail at the number or address provided by the candidate. When the candidate does not have reasonable access to a facsimile machine or electronic mail, the Secretary of State will transmit written communication to the candidate by means of overnight express delivery to the address provided by the candidate.
- (c) The candidate shall have the burden of establishing that the proposed ballot designation that he or she has submitted is accurate and complies with all provisions of Elections Code § 13107 and this Chapter.

Note: Authority cited: Section 12172.5, Government Code.
Reference: Sections 13107, 13107.3, Elections Code.

§ 20718. Communication of Decisions Regarding Ballot Designations.

- (a) If a candidate's proposed ballot designation has been rejected, an official copy of the decision of the Secretary of State will be made in writing and transmitted directly to the candidate by registered or certified mail, return receipt requested, to the address provided by the candidate. The Secretary of State shall also provide a copy to the elections official in the candidate's county of residence and to the elections official of each county within the political subdivision. Copies may also be made available to all other candidates in the race.
- (b) At the request of the candidate, the Secretary of State will transmit a copy of the decision of the Secretary of State regarding the candidate's proposed ballot designation by facsimile transmission or e-mail to the facsimile number or e-mail address listed on the candidate's Ballot Designation Worksheet.
- (c) All written decisions of the Secretary of State regarding ballot designations are public records and are available for inspection and copying at the public counter of the Elections Division of the Office of the Secretary of State, 1500 11th Street, Fifth Floor, Sacramento, California 95814.

Note: Authority cited: Section 12172.5, Government Code.
Reference: Section 13107, Elections Code.

§ 20719. Service of Legal Process Regarding Ballot Designations.

- (a) In the event a candidate or other interested party files a petition for the issuance of an extraordinary writ with the court or other legal action pertaining to a candidate's ballot designation, the summons and any other legal process should be served upon the Chief Counsel to the Secretary of State, 1500 11th Street, Sixth Floor, Sacramento, California 95814. The Chief Counsel may designate a Deputy Secretary of State to accept service of process on behalf of the Secretary of State.
- (b) Telephone notice pertaining to any ex parte applications filed with the court by any candidate or other interested party should be directed to the attention of the Chief Counsel to the Secretary of State at (916) 653-7244. Counsel for all parties to such ex parte matters are admonished that waivers of the Secretary of State's right to timely notice and the right to personally appear at the ex parte hearing will be granted in writing and only in limited instances.
- (c) The Secretary of State shall provide a copy of any legal actions in subdivision (a) or (b) above to the elections official in the county of the candidate's residence and any other county in the district.
- (d) The Secretary of State shall be named as a respondent in any legal action pertaining to a ballot designation for a candidate described in Elections Code § 15375, except for a candidate for judge of the superior court.

Note: Authority cited: Section 12172.5, Government Code.
Reference: Sections 13107, 13314, Elections Code.

CANDIDATE STATEMENT OF QUALIFICATIONS GUIDELINES

(Elections Code Section 13307 Excerpts)

FILING PERIOD	The statement shall be filed in the Registrar of Voters Office when candidacy documents are returned for filing.
WHERE	Registrar of Voters Office 5201 Ruffin Road, Suite I San Diego, CA 92123
CONTENTS	The statement may contain the name, age and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate. (Some districts have increased the statement to 250 or 400 words; please see the requirements for each office in a separate section of this guide.)
CONTENT RESTRICTIONS	<p>Candidate statements shall be limited to a recitation of the candidate's own personal background and qualifications, and shall not in any way make reference to other candidates or to another candidate's qualifications, character, or activities.</p> <p>The candidate statement shall not include the party affiliation of the candidate, nor membership or activity in partisan political organizations. Candidate photographs are not permitted.</p> <p>The Registrar of Voters shall not print or circulate any statement which violates Election Code sections 13307 or 13308.</p>
EXAMINATION PERIOD	During the 10-calendar-day examination period following the deadline for submission of the statement any voter of the jurisdiction, or the Registrar of Voters, may seek a writ of mandate or an injunction requiring any or all of the material to be amended or deleted.
LIABILITY	Nothing in this section shall be deemed to make any such statement or the authors thereof free or exempt from any civil or criminal action or penalty because of any false, slanderous or libelous statements offered for printing or contained in the Voter Information Pamphlet.
FORMAT	<p>Candidates are asked to TYPE their statement SINGLE SPACED in BLOCK PARAGRAPHS on a form provided by the Registrar of Voters.</p> <p>The following WILL NOT be permitted:</p> <ul style="list-style-type: none"> ◆ Handwritten statement ◆ Stars, bullets, graphics ◆ Copy from a fax machine ◆ <i>Italics</i> ◆ Extra exclamation points ◆ <u>Underlines</u> ◆ Multiple punctuation ◆ Bold ◆ Lists, ◆ ALL CAPITAL LETTERS <p>All statements must be submitted on or attached to the candidate statement form provided. San Diego Registrar of Voters encourages you to bring your printed candidate statement in electronic format (i.e. on CD-ROM). STATEMENTS WILL BE TYPESET EXACTLY AS SUBMITTED; candidates are therefore advised to carefully check their statements for errors in spelling, punctuation and grammar. The Registrar of Voters is authorized to make corrections only to the format of the statement.</p> <p>San Diego Unified: Please see the format exceptions and photograph requirements on a separate page, along with instructions regarding the use of quotations and names in the statement.</p>
RESTRICTIONS	The candidate's statement shall not include the party affiliation of the candidate, nor membership or activity in partisan political organizations. Candidate's photographs are not permitted.

CANDIDATE STATEMENT OF QUALIFICATIONS GUIDELINES

(Continued)

WITHDRAWAL	The statement may be withdrawn, but not changed, until 5 pm of the next business day after the close of the nomination period.
CONFIDENTIAL	The CANDIDATE statements shall remain confidential until the close of the candidacy period. (<i>E.C. Sec. 13311</i>)
SPANISH, FILIPINO & VIETNAMESE & CHINESE TRANSLATION	<p>All sample ballot pamphlet text, including candidate statements, are translated into Spanish, Filipino, Vietnamese and Chinese. In addition to receiving an English sample ballot pamphlet, registered voters may also request a pamphlet in Spanish, Filipino, Vietnamese or Chinese.</p> <p>In addition, registered voters who were born in Spanish or Chinese speaking countries, the Philippines, or Vietnam, will also receive a pamphlet in the language of the country in which they were born. This is in compliance with the Federal Voting Rights Act.</p> <p>On Election Day, Spanish sample ballot pamphlets will be available at every polling location. Filipino, Vietnamese and Chinese sample ballot pamphlets will be available at targeted polls throughout the county.</p>
COST	<p>Candidate statements are paid for at the time they are filed. All money is held in a Trust Fund and if, for any reason, the statement is not printed, the money will be refunded.</p> <p>The cost is calculated to recover expenses for translation into four languages, typesetting, printing, addressing, labor and mailing, of the candidate statements. Candidate statements may be paid by check or credit card.</p>

WORD COUNT

(California Elections Code Section 9)

The following shall apply to the counting of words:

1. Punctuation is not counted.
2. Each word shall be counted as one word except as specified in this section.
3. All geographical names shall be considered as one word

Example: "County of San Diego" shall be counted as one word.

4. Each abbreviation for a word, phrase, or expression shall be counted as one word.

Example: "PTA" shall be counted as one word.

5. Hyphenated words that appear in any generally available standard reference dictionary, published in the United States at any time within the 10 calendar years immediately preceding the election for which the words are counted, shall be considered as one word. Each part of all other hyphenated words shall be counted as a separate word.

Example: "Self-employed" shall be counted as one word.

Example: "Top-to-bottom" shall be counted as three words.

6. Dates consisting of a combination of words and digits shall be counted as two words. Dates consisting only of a combination of digits shall be counted as one word.

Example: "11/6/12" shall be counted as one word.

Example: "November 6, 2012" shall be counted as two words.

7. Any number consisting of a digit or digits shall be considered as one word. Any number which is spelled, such as "one," shall be considered as a separate word or words. "One" shall be counted as one word whereas "one hundred" shall be counted as two words. "100" shall be counted as one word.
8. Telephone numbers shall be counted as one word.
9. Internet web site addresses shall be counted as one word.

This section shall not apply to counting words for ballot designations under Elections Code Section 13107.

EXAMPLE OF AN ACCEPTABLE FORMAT FOR A CANDIDATE STATEMENT OF QUALIFICATIONS

JURISDICTION NAME IN CAPITAL LETTERS Division/District/Office No. in Upper & Lower Case	
CONNOR I. CANDIDATE Educator	Age: ## <i>(Optional)</i>
FORMAT/CONTENT: <i>This is an example of an acceptable format to be used in a candidate's statement of qualifications. The guidelines for the content of the statement are in a separate section of the Candidate Filing Guide.</i>	
<p>I am running for the governing board of the Washington Unified School District because I feel I can bring a balance to the board. I attended local schools, graduating from Washington High School in 1970. I am married and currently have two children attending schools in the district, have a private dental practice and oversee the daily operation and finances of our family-owned cattle ranch.</p> <p>I own and operate my own dental business, so I am well aware of the Need to operate within a budget. With proper distribution of resources and educational materials, I am convinced we can offer quality education to all students within the district. I believe it is time to "tighten our belts" and take a long, hard look at current and future budgets.</p> <p>I have been active in the P.T.A., served on the Save Our Youth Committee, and am an active member of the All-Faith Church. I have served as Boy Scout Troup Leader for the past 5 years. I also serve as a volunteer at the Community Recycling Center as time allows.</p> <p>I am looking forward to serving you on the Washington Unified School District Governing Board. Thank you for your vote.</p>	
CS-999-9	SD 000-00

(The above example **does not apply** to San Diego Unified School District. Please see guidelines on the next page.)

SAN DIEGO UNIFIED SCHOOL DISTRICT

Exceptions to the Candidate Statement Of Qualifications Guidelines

LIMITATIONS	Candidates are not limited to the paragraph format restrictions as explained in the Candidate's Statement of Qualifications Guidelines. Please ask for details or examples from prior elections.
PHOTOGRAPH	Candidates are allowed to have their photograph printed in the Voter Information Pamphlet, along with the statement. For best results, this should be a 5" x 7" <u>black & white</u> glossy (color does not reproduce well), showing just the head and shoulders of the candidate. Anything else submitted will be cropped to fit. The photograph will then be reduced to fit in the pamphlet.
COST	District shall pay the cost in a General Election. This is in accordance with a Board Resolution dated September 14, 1982. The cost for each district is shown on a separate page for this office.

NOTICE TO CANDIDATES REGARDING USE OF QUOTATIONS AND NAMES IN STATEMENT OF CANDIDATE'S QUALIFICATIONS

San Diego Municipal Code Section 27.0620 provides instructions about the Statement of Candidate's Qualifications.

Subsection I provides that the statement may include the use of a quotation from an individual, an organization, and publications. Use of the quotation requires written authorization from the individual, as well as the organization. The consent of an organization must be signed by an officer or other duly authorized representative of the organization. If the quotation is from a publication, a copy of the publication may be provided instead of a letter. All authorizations must be filed at the same time as the statement of qualifications, or the quotation will not be permitted in the statement.

Additionally, subsection (d) provides that the statement may include the names of family members and that any other names included in the statement must be authorized in writing by the individual or organization whose name is included in the statement, and that such authorization shall be filed with the Clerk's Office at the same time that the statement is filed.

The City Clerk's Office interprets this section to mean that the use of another individual's name in the statement, if not that of a family member, must be accompanied by a letter of authorization. The use of an organization's name, if included as an endorsement, must also be accompanied by a letter. Organizational names included in the statement as biographical information – such as the business names of former or current employers, colleges and universities attended, organizational memberships, affiliations or awards, and similar references – will not be subject to the authorization requirement.

Candidates are further reminded that the statement is a description of the candidate's qualifications. References to other candidates, officeholders and opponents are prohibited by Section 27.0621 of the San Diego Municipal Code.

The City Attorney has reviewed this interpretation and finds it to be a reasonable interpretation of these code sections.

Note:

The required documentation must be filed at the same time as the Candidate Statement.

CANDIDATE STATEMENTS OF QUALIFICATIONS FOR CONGRESS, STATE SENATE AND STATE ASSEMBLY

Candidates for Congress, State Senate and State Assembly are allowed to submit a 250-word Candidate Statement of Qualifications for inclusion in the sample ballot pamphlet. Candidates for State Senate and State Assembly must agree to the voluntary spending limits of Prop 34 and indicate this by checking the appropriate box on Form 501.

In addition, ALL candidates must agree to:

1. Format guidelines and other criteria as explained in this guide.
2. Submit the statement no later than August 10, 2012.
3. Pay the cost as shown below.
4. **File the statement with the Registrar of Voters of each county in which the jurisdiction appears.**
(The statement is not required to be printed in each county.) Format and payment may vary by county.

Please contact each county for guidelines and costs:

Jurisdiction	County	Contact Information
49 th Congress	Orange	(714) 567-7561
50 th Congress	Riverside	(951) 486-7200
51 st Congress	Imperial	(760) 482-4226
71 st Assembly	Riverside	(951) 486-7200
75 th Assembly	Riverside	(951) 486-7200

THE COST FOR EACH STATEMENT IS SHOWN BELOW

DISTRICT	COST (San Diego County Portion Only)
49 th Congress	\$1,382
50 th Congress	\$1,582
51 st Congress	\$1,024
52 nd Congress	\$1,966
53 rd Congress	\$1,872
39 th Senate	\$2,589
71 st Assembly	\$1,140
75 th Assembly	\$883
76 th Assembly	\$1,183
77 th Assembly	\$1,337
78 th Assembly	\$1,371
79 th Assembly	\$1,181
80 th Assembly	\$931

RUN-OFF ELECTIONS

PURPOSE	Several candidates/offices are involved in run-off elections, after being successful in the Primary Election. Those involved are listed on the following pages.
VOTER-NOMINATED TOP-TWO	The following voter-nominated offices voted on at the Primary Election will appear on the General Election ballot. Candidates will include the top two nominees who were chosen by the vote at the Primary Election. (E.C. 15451) U. S. Senate, Congressional Offices and State Legislative Offices
NONPARTISAN CANDIDATES	Nonpartisan candidates must receive a majority (over 50%) of the vote to win in the Primary Election or face the candidate with the next highest number of votes in the General Election. Exceptions: <ul style="list-style-type: none"> ♦ San Diego Community College and San Diego Unified School Districts These districts ALWAYS run-off in November. Only voters of the CANDIDATE home district are eligible to vote in the Primary Election, with the top two candidates automatically entering a run-off in the General Election. Voters throughout the <u>entire</u> district then select the winner in the General Election. ♦ Incorporated Cities "General Law" cities NEVER conduct run-off elections. These races are decided by a plurality vote, which simply means the candidate with the most votes wins. There is no requirement that the winner receive a majority of votes cast. (Note: San Diego and Chula Vista are "Charter" cities please check with City Clerk for their methods of election.)

CANDIDATES STATEMENTS OF QUALIFICATIONS

DEADLINE AND COSTS	A new statement and payment must be received no later than August 10, 2012, for local candidates. Any statements filed prior to the deadline will remain confidential until August 10. Statements are limited to no more than 200 words, unless otherwise indicated. There are strict guidelines concerning the format of the statements; please see a separate section of this guide. The costs are as follows:	
	OFFICE	COST
	Congress, State Senate and State Assembly	See Page 47
	Superior Court	\$6,550
	Board of Supervisors/Board of Education	\$1,310
	San Diego Community College District	\$5,050
	San Diego Unified School District	District pays
	U.S. Senate and Statewide Offices: Must be filed with the Secretary of State no later than July 18, 2012	
BALLOT DESIGNATIONS	<p>If a change in ballot designation (occupation) is desired, the written request must be received by the election official no later than July 31.</p> <p>Candidates for the following offices file an original request with the Secretary of State (and a copy to the Registrar of Voters):</p> <ul style="list-style-type: none"> ♦ United States Senate ♦ Congress ♦ State Senate and State Assembly <p>Candidates for the following offices file an original request with the Registrar of Voters:</p> <ul style="list-style-type: none"> ♦ Superior Court ♦ Board of Supervisor ♦ San Diego Community College District ♦ San Diego Unified School District 	

RUN-OFF ELECTIONS

UNITED STATES SENATOR

Dianne Feinstein (D)
Elizabeth Emken (R)

UNITED STATES REPRESENTATIVE IN CONGRESS

49th District	50th District	51st District
Darrell Issa (R) Jerry Tetelman (D)	Duncan D. Hunter (R) David B. Secor (D)	Juan Vargas (D) Michael Crimmins (R)
52nd District	53rd District	
Brian Bilbray (R) Scott Peters (D)	Susan A. Davis (D) Nick Popaditch (R)	

MEMBER OF THE STATE SENATE

39th District

Marty Block (D)
George Plescia (R)

MEMBER OF THE STATE ASSEMBLY

71st District	75th District	76th District	77th District
Brian W. Jones (R) Patrick J. Hurley (D)	Marie Waldron (R) Matthew Herold (D)	Rocky J. Chavez (R) Sherry Hodges (R)	Brian Maienschein (R) Ruben Hernandez (D)
	78th District	79th District	80th District
	Toni Atkins (D) Ralph Denney(R)	Shirley Weber (D) Mary England (R)	Ben Hueso (D) Derrick Roach (R)

SUPERIOR COURT – OFFICE NO. 25

Jim Miller
Robert Amador

SAN DIEGO COMMUNITY COLLEGE DISTRICT

District B

Bernie Rhinerson
Scott L. Hasson

SAN DIEGO UNIFIED SCHOOL DISTRICT

District A	District D	District E
Mark Powell John Lee Evans	Richard Barrera	Marne Foster William S. Ponder

COUNTY OF SAN DIEGO

Board of Supervisors – District No. 3

Steve Danon
Dave Roberts

Board of Education – District No. 1

John Witt
Gregg Robinson

WRITE-IN CANDIDATES

Candidates who desire to be a write-in candidate and have his or her name written on the ballot of an election shall fulfill the requirements of Part 3 of Subdivision of the Elections Code, commencing at Section 8600.

FILING REQUIREMENTS	<p>Every person who desires to be a write-in candidate and have his/her name counted for a particular office shall file:</p> <ol style="list-style-type: none"> 1. A statement of write-in candidacy which contains the following: <ul style="list-style-type: none"> ◆ Candidate's name ◆ Residence Address ◆ Declaration stating he/she is a write-in candidate ◆ Title of office sought ◆ Election date <p>In addition, candidates for San Diego Unified School District must also include:</p> <ul style="list-style-type: none"> ◆ Date and place of birth ◆ Occupation ◆ Past residences for a period of four years 2. A signed Oath or Affirmation of Allegiance (<i>E.C. Sec. 200; Cal. Constitution Art. XX, Sec. 3</i>) 3. The requisite number of signatures on the nomination papers for that office, and a circulator's affidavit. Signers and circulators must meet the same qualifications as for regular nomination papers. (<i>E.C. Sec. 8602, 8603</i>)
FILING FEE	<p>No fee or charge shall be required of a write-in candidate . . . (<i>E.C. Sec. 8604</i>)</p> <p>Exception: Candidates for San Diego Unified School District must pay the required filing fee and/or submit signatures in lieu of filing fee. (<i>San Diego Municipal Code Sec. 27.0321, 27.0322</i>)</p>
FILING PERIOD	<p>September 10 to October 23</p> <p>The statement and nomination papers shall be available on the 57th day prior to the election and shall be filed with the Registrar of Voters not later than the 14th day prior to the election. (<i>E.C. Sec. 8601</i>)</p> <p>Financial Disclosure: Please refer to Financial and Campaign Disclosure Information starting on Page 55 for your reporting requirements.</p>

WRITE-IN CANDIDATES (Continued)

TITLE 2 CALIFORNIA CODE OF REGULATIONS

WRITE-IN CANVASS PROVISIONS

Section 20101. Definitions	<p>(a) For the purpose of sections 20102-20105, "qualified write-in candidate" shall refer to candidates who have complied with Part 3 of Division 8 of the Elections Code (beginning at Section 8600).</p> <p>(b) For the purpose of sections 20102-20105, "ballot" shall include ballot envelope, card, or paper ballot on which write-in votes are authorized to be indicated by Elections Code Sec. 302.</p>
Section 20102. Write-in vote; no office indicated.	<p>The name of a qualified write-in candidate shall be counted when the name is written in on a voter's ballot and no office is indicated for the candidate, or the office is incompletely indicated (e.g., "Senator" without district number, if:</p> <p>(a) the candidate is a qualified write-in candidate for an office properly appearing on the voter's ballot; and</p> <p>(b) no other qualified write-in candidate for any office appearing on the voter's ballot bears a name so similar to the name as written in, considering the voter's misspellings or omission of portions of the name, if any, as to leave a reasonable doubt as to the voter's intention.</p>
Section 20103. Write-in vote; misspelled or incomplete name.	<p>The misspelled or incomplete name of a qualified write-in candidate written in on a ballot shall be counted for the candidate when the office for which the candidate has qualified is also indicated on the voter's ballot, if:</p> <p>(a) the name as written bears a reasonable resemblance to the qualified candidate's name; and</p> <p>(b) no other write-in candidate qualified for the indicated office has a name that is so similar to the name as written in as to leave a reasonable doubt as to the voter's intention.</p>
Section 20104. Write-in vote; misspelled or incomplete name, office omitted.	<p>The misspelled or incomplete name of a qualified write-in candidate written on a ballot shall be counted for the candidate even though the office for which the candidate has qualified is omitted or incompletely indicated on the voter's ballot, when:</p> <p>(a) the name as written bears a reasonable resemblance to the qualified candidate's name; and</p> <p>(b) no other write-in candidate qualified for any office properly appearing on the voter's ballot has a name that is so similar to the name as written in as to leave a reasonable doubt as to the voter's intention.</p>
Section 20105. Write-in vote; wrong office indicated.	<p>The name of a write-in candidate qualified for an office appearing on the voter's ballot which is written in the pre-printed column designated for an office other than one for which the write-in candidate is qualified shall not be counted for any purpose.</p>

VOTE BY MAIL

Candidates or campaigns planning to distribute mail ballot applications are advised, before implementation, to review the "Absentee/Mail Ballot Guidelines" prepared by the Secretary of State. **Critical points include:**

1. Approval of application format by Registrar of Voters, prior to printing.
2. Applications received from voters by campaigns must be returned to the Registrar of Voters within 72 hours.

A complete copy of the "Absentee/Mail Ballot Guidelines," which includes the application format, is available from the Registrar of Voters Office.

Voting by mail is available to any registered voter. Obtaining a ballot at the Registrar of Voters Office or requesting a ballot through the mail before the election can be a convenient way to cast one's vote.

APPLICATION

HOW TO OBTAIN A MAIL BALLOT	<ul style="list-style-type: none">◆ Use application on back cover of sample ballot, OR◆ Write a brief note or complete an application.◆ Phone requests NOT taken due to required signature.
CONTENTS OF APPLICATION	<ul style="list-style-type: none">◆ Voter's printed name◆ Residence address (not a PO Box)◆ Address where ballot should be mailed◆ Telephone number (optional)◆ Birth date (optional)◆ Voter's written signature
DELIVER APPLICATION	<p><u>MAIL</u> REGISTRAR OF VOTERS P.O. Box 85520 San Diego, CA 92186-5520</p> <p><u>FAX</u> 858-694-2955</p>

SCHEDULE

October 8	Vote by Mail ballots are available by mail or in person from the Registrar of Voters. (Requests received prior to October 8, 2012 will be held and processed beginning this date.)
October 30	Vote by Mail ballot requests must be <u>received</u> no later than 5 pm on this date.
October 31 to November 6	Late Mail Voting – If during the final six days prior to the election a voter becomes ill or disabled for any reason, or finds they will be away from the polls on Election Day, the voter may vote at the Registrar of Voters in person, or request in a written statement, signed under penalty of perjury, that a ballot be provided for the voter.
November 3	The Registrar's office is open this Saturday for a voter to obtain a ballot or to drop off their voted ballot.
November 6	Voted ballots must be <u>received</u> at the Registrar of Voters Office, or at any polling place in San Diego County, no later than 8 pm on Election Day.

For further information on Mail Voting, please call (858) 565-5800.

REGISTRATION, MAPS AND ELECTION DATA

Listed below is a brief description of some of the services and materials available from the Registrar of Voters Office. Many of the items are to be used for specified purposes only, including political campaigns.

VOTER INDEX aka: Walking Lists, Precinct Lists, etc.	<p>Lists of voters are available for purchase. The purchaser will be required to:</p> <ol style="list-style-type: none"> 1. Show a picture identification card (<i>E.C. 2188</i>) 2. Sign a form which states <ul style="list-style-type: none"> ◆ the specific purpose for which the list will be used, and ◆ the list won't be used for unauthorized purposes 3. Pay in advance. Lists are available in various sorts: <ul style="list-style-type: none"> ◆ <u>Current</u> registered voters ◆ Voters who have <u>voted</u> in specific election(s) ◆ <u>Date range</u> of voters (those who registered between two specified dates) ◆ Separated by <u>jurisdiction</u> or <u>party preference</u> <p>Additional sorts may be available, please ask for details.</p> <p>These lists show the voter's name, address, party preference, precinct number, email and telephone number (if provided by voter). The lists can be in "alpha" order or "address" order.</p>				
DIGITAL GIS DATA	<p>Shape files of Precinct Tracts, Election Precincts and Poll Sites</p> <p>This data is provided upon request through San GIS at: www.sangis.org or call 858-874-7000.</p> <p>The purchaser will be required to:</p> <ol style="list-style-type: none"> 1. Read and sign County of San Diego GIS Data Agreement and Disclaimer 2. Show picture identification card. 3. Fill out a Confidentiality and Non-Disclosure Agreement. <p>For GIS Digital Data information, call 858-694-3473 or 858-694-3474.</p>				
DISTRICT MAPS	<p>Maps of political districts are on file in the Maps and Polls section of the Registrar of Voters. They may be reviewed during regular business hours. To view samples of the maps visit www.sdvote.com. The following maps are available for purchase on paper or CD.</p> <ol style="list-style-type: none"> 1. Customer Ready Maps - Large format 36"x48" preprinted color maps are available for purchase for the following political districts: <table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top; width: 50%;"> Countywide: Congressional Districts State Senate Districts State Assembly Districts County Supervisorial Districts County Board of Education </td><td style="vertical-align: top; width: 50%;"> City of San Diego Citywide: City Council Districts San Diego Unified School District San Diego Community College District </td></tr> </table> 2. Small Maps - The preprinted black and white maps in 8 ½ x 11 format are available for purchase at the Registrars' office front counter. Available maps include the following political districts: <table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top; width: 50%;"> Countywide and District Detail Map: Congressional Districts State Senate Districts State Assembly Districts County Supervisorial Districts </td><td style="vertical-align: top; width: 50%;"> City of San Diego Citywide only: City Council Districts </td></tr> </table> 3. Custom Maps - Upon request, the Maps and Polls staff can create custom maps for specific political districts with higher detail, precinct maps, local districts not listed in item 1, or other special requests. The price would be determined on a time and material basis. <p>To purchase maps or get more information on maps, visit our website www.sdvote.com or call 858-565-5800.</p>	Countywide: Congressional Districts State Senate Districts State Assembly Districts County Supervisorial Districts County Board of Education	City of San Diego Citywide: City Council Districts San Diego Unified School District San Diego Community College District	Countywide and District Detail Map: Congressional Districts State Senate Districts State Assembly Districts County Supervisorial Districts	City of San Diego Citywide only: City Council Districts
Countywide: Congressional Districts State Senate Districts State Assembly Districts County Supervisorial Districts County Board of Education	City of San Diego Citywide: City Council Districts San Diego Unified School District San Diego Community College District				
Countywide and District Detail Map: Congressional Districts State Senate Districts State Assembly Districts County Supervisorial Districts	City of San Diego Citywide only: City Council Districts				

CANDIDATE/TREASURER SEMINAR

Presented by the

Fair Political Practices Commission

This two-hour workshop will provide information concerning:

- ❖ Preparation of campaign finance reports
- ❖ Political Reform Act's requirements and prohibitions

The workshop will be held:

August 22, 2012

7 p.m. to 9 p.m.

Registrar of Voters Office
5201 Ruffin Road, Suite I, San Diego

For more information, or if you would like to attend,
please call the Commission's Technical Assistance Division at

1-866-275-3772
(Toll Free)

**Reservations are required with the FPPC
to ensure seating space and materials
for all participants is available**

FINANCIAL AND CAMPAIGN DISCLOSURE INFORMATION

(For Campaign Disclosure Filing Schedule, See Page 9)

THIS SECTION IS FOR GENERAL INFORMATION ONLY AND DOES NOT HAVE THE EFFECT OF LAW, REGULATION OR RULE.

In case of conflict, the law, regulation or rule will apply. This section is not comprehensive and does not detail all filing requirements and obligations. For comprehensive information, refer to your legal advisor, consult a Fair Political Practices Commission (FPPC) manual, or contact the FPPC at 866-275-3772

The following information is meant to help candidates, officeholders, and political committees comply with federal, state, and local political finance laws. Read it carefully and use the resources prescribed before you begin any financial activity that might be considered political in nature.

Failure to file appropriate statements and reports in compliance with the election laws described below can result in substantial criminal, civil, and administrative penalties. Failure to file within the prescribed deadlines can lead to late filing penalties for each day the statement is late.

<p>ALL CANDIDATES</p>	<p>The Federal Election Campaign Act (2 U.S.C.. Section 441b) prohibits contributions from foreign nationals, national banks, or national corporations in connection with any local, state, or federal election for political office.</p> <p>The Political Reform Act (Title 9 of the Government Code) was adopted by voter initiative in 1974 and has been periodically amended by state legislation and through ballot initiatives. The Act, in part, provides that:</p> <ul style="list-style-type: none"> ◆ Receipts and expenditures in election campaigns should be fully and truthfully disclosed in order that the voters may be fully informed and improper practices may be inhibited (<i>Gov. Code Sec. 81002a</i>) ◆ Assets and income of public officials which may be materially affected by their official actions should be disclosed ◆ In appropriate circumstances the officials should be disqualified from acting in order that conflicts of interest may be avoided (<i>Gov. Code Sec. 81002c</i>) <p>The Political Reform Act is administered by the Fair Political Practices Commission (FPPC) which provides the Registrar of Voters with information manuals, instruction sheets, and disclosure forms that must be used in order for candidates, officeholders, and committees to comply with the Act.</p> <p>The Registrar of Voters provides these items in financial information packets available to all candidates, officeholders, and committees that might have filing obligations with the Registrar of Voters. Please obtain and refer to those packets for information and guidelines regarding financial disclosure requirements of the Act.</p> <p>Note: <u>Some disclosure requirements must be met prior to the solicitation or receipt of any contribution or loan, and prior to use of any of the candidate's personal funds in support of their campaign.</u> Please examine materials provided carefully so that compliance with the law is made.</p>
<p>LOCAL REQUIREMENTS</p>	<p>Local jurisdictions may adopt local ordinances that impose requirements on officeholders, candidates, and committees active only in their jurisdictions. Local jurisdictions may also impose contribution limitations in elections within their jurisdictions. These requirements and limitations are in addition to state requirements. A local campaign ordinance, however, never preempts state law.</p> <p>All city, county and state officeholders, candidates and committees must report contributions and expenditures on the FPPC's forms and comply with disclosure requirements/filing deadlines set forth in the Political Reform Act.</p> <p>Candidates for COUNTY OFFICES should refer to the San Diego County Election Campaign Finance and Control Ordinance for campaign finance requirements, including contribution limitations, that are in addition to the requirements of the Political Reform Act. (The ordinance is available at the Registrar of Voters Office and is included in the financial information packets available to candidates for County Offices.)</p> <p>The following candidates and committees may also be subject to additional disclosure requirements or contribution limitations under local jurisdiction campaign ordinances:</p> <ul style="list-style-type: none"> ◆ Any local officeholders and candidates ◆ Committees primarily formed to support or oppose local candidates or local ballot measures ◆ City and county general purpose recipient committees ◆ City and county major donor and independent expenditure committees

FINANCIAL AND CAMPAIGN DISCLOSURE INFORMATION

(Continued)

FEDERAL REQUIREMENTS	<p>Provisions of the Political Reform Act (described under "CANDIDATE") DO NOT apply to elections for federal office, including the Office of the President and Vice President, nor seats in the House of Representatives or U.S. Senate. Candidates for federal office and committees that participate in federal campaigns are subject to federal disclosure requirements.</p> <p>Assistance for federal candidates and committees may be obtained from the Federal Election Commission at the address and telephone number shown below.</p>	
IMPORTANT ADDRESSES, AND TELEPHONE NUMBERS	<p>SAN DIEGO COUNTY Registrar of Voters Financial Disclosure 5201 Ruffin Rd, Suite I San Diego CA 92123 Phone: (858) 694-3407 Fax: (858) 694-2955 Internet: www.sdvote.com</p> <ul style="list-style-type: none"> • Local Committees and Candidates • Forms and Manuals • Filing Schedules • Review and Copy Filed Reports 	<p>SECRETARY OF STATE Political Reform Division PO Box 1467 (95812-1467) 1500 11th Street, Room 495 Sacramento CA 95814 Phone: (916) 653-6224 Fax: (916) 653-5045 Internet: www.sos.ca.gov</p> <ul style="list-style-type: none"> • Committee Identification Numbers • Termination of Committees
	<p>FEDERAL ELECTION COMMISSION 999 E Street NW Washington DC 20463 Phone: (800) 424-9530 Internet: www.fec.gov</p> <ul style="list-style-type: none"> • Federal Campaign Disclosure • Contributions from National Banks, National Corporations and Foreign Nationals 	<p>FAIR POLITICAL PRACTICES COMMISSION PO Box 807 (95812-0807) 428 J Street, Suite 620 Sacramento CA 95814 Phone: (866) 275-3772 (Toll Free) Fax: (916) 322-3711 Internet: www.fppc.ca.gov</p> <ul style="list-style-type: none"> • Campaign Disclosure • State Contribution Limits • Conflict of Interest Disclosure • Lobbying Disclosure • Conflict of Interests Disqualification • Proper Use of Campaign Funds <p style="text-align: center;">To Report a Violation <i>(Anonymous Calls are Accepted)</i> (800) 561-1861 (Toll Free)</p>
	<p>STATE FRANCHISE TAX BOARD (800) 338-0505 Internet: www.ftb.ca.gov</p> <ul style="list-style-type: none"> • Committee Tax Status • Tax Deductible Contributions • Charitable Non-Profit Groups • Any Other Tax-Related Questions 	
	<p>INTERNAL REVENUE SERVICE (800) 829-1040 Internet: www.irs.ustreas.gov</p> <ul style="list-style-type: none"> • Federal Taxpayer I.D. Numbers • Any Other Tax Related Questions 	

For information on campaign disclosure requirements, please contact:

Fair Political Practices Commission
(866) 275-3772
(Toll Free)

OR

David Morton, Filing Officer/Official
Registrar of Voters
County of San Diego
(858) 694-3407

FINANCIAL AND CAMPAIGN DISCLOSURE INFORMATION

(Continued)

Campaign Statement Filing Requirements	<p>The Political Reform Act of 1974 requires all candidates for state and local elective office, all state and local elected officeholders, proponents of state ballot measures who control a ballot measure committee, and committees supporting or opposing state and local candidates, all measures, and petition circulation drives to file campaign disclosure statements disclosing contributions received and expenditures made.</p> <p>Candidates who anticipate receiving less than \$1,000 during the entire calendar year, exclusive of the costs of the filing fee and/or Statement of Qualifications if paid from personal funds, may reduce their filing obligation by filing a Form 470 (Officeholder and Candidate-Short Form). If there are any contributions or expenditures, a Form 501 (Candidate Intention Statement), must be filed and records of contributions and expenditures must be maintained. No further campaign statements need be filed for this election unless the \$1,000 threshold is reached. (Gov. Code Sec. 84206)</p> <p>If, after filing a Form 470, the candidate's or officeholder's total contributions or total expenditures for the calendar year reach \$1,000, a Form 470 Supplemental must be filed and notification must be provided to the other candidates for the same office.</p> <p>Additionally, a Form 410 (Statement of Organization), needs to be filed and a Form 460 (Recipient Committee Statement <i>Long Form</i>), must be filed for the appropriate reporting periods.</p>
Termination of Filing Requirements	<p>Candidates, officeholders and committees DO NOT automatically terminate their filing requirements when activity ceases or when an officeholder vacates the office. An individual who qualifies as a candidate maintains that status until any potential campaign activity which may be required to be disclosed ceases.</p> <p>After the election, a candidate's future filing obligations usually are determined by whether he or she won or lost. A primarily formed committee will often choose to close (terminate) its committee. However, the law does not require any local candidate or committee to terminate.</p> <p>A defeated candidate who filed the campaign statement short form, Form 470, has no further reporting obligations after the election as long as less than \$1,000 was raised or spent during the calendar year.</p> <p>Defeated candidates with committees who wish to use the money remaining in the campaign bank account for a <u>future election to the same office</u>, must:</p> <ul style="list-style-type: none"> • File a new Form 501 (Candidate Intention Statement), <u>and</u> • Amend the Form 410 (Statement of Organization). <p>To use the funds for a <u>future election for a different office</u>, the candidate must:</p> <ul style="list-style-type: none"> • File a new Form 501 • Open a new campaign bank account, <u>and</u> • File a new Form 410 for the future election. <p>In either event, this must be done no later than the closing date for the post-election filing period or the date of leaving office (defeated incumbents), whichever occurs last, or the funds will become "surplus" campaign funds and will be subject to restrictions.</p> <p>Please refer to the appropriate Fair Political Practices Commission manual for reporting requirements for successful candidates, defeated candidates, primarily formed committees, and the guidelines for terminating a campaign committee.</p>
Campaign Expenditures From a Candidate's Personal Funds	<p>All money intended for use in the campaign, including personal funds, must be deposited in a campaign account. All campaign expenditures for the specific office must be made from the specified bank account. The funds in the account may not be used in connection with any other office sought.</p>
Statements are Public Record	<p>All statements filed are a matter of public record. Redacted statements may be viewed on line at www.sdvote.com. Un-redacted statements may be inspected at the Registrar of Voters office by anyone, and copies can be purchased at ten cents (.10) per page.</p>
Audits	<p>Chapter 10 of the Political Reform Act provides the guidelines for an ongoing program of mandatory audits. The program encompasses campaign statements filed by all candidates for elective office, from statewide office to special local jurisdictions. The majority of the audits are conducted by a special unit of the Franchise Tax Board.</p>

FINANCIAL AND CAMPAIGN DISCLOSURE INFORMATION

(Continued)

Late Fees/ Fines/ Penalties (Continued)	<p>Filing after a deadline may lead to late filing penalties of \$10 for each day the statement is late. Committees that fail to file are subject to administrative penalties of up to \$5,000 per violation. With the exception of the 2nd pre-election statement (which must be hand delivered or guaranteed overnight delivery), statements must be hand delivered or postmarked as first-class mail by the due date. Certified mail is recommended but not a requirement. (Gov. Code Sec. 81007 & 91013)</p> <p>Violations of the campaign disclosure law may result in criminal prosecution by the State Attorney General or the County District Attorney or civil action by the Fair Political Practices Commission, the District Attorney, or a private citizen. (Gov. Code Section 91001 et seq.)</p> <p>It is the responsibility of candidates and/or committees to be aware of and to file the required campaign disclosure statements in a correct and timely manner. As a courtesy, the San Diego County Registrar of Voters mails reminder notices to candidates who, based on nomination documents, appear to have a campaign disclosure filing requirement.</p> <p>If a candidate and/or committee with a campaign disclosure filing obligation fails to file in a timely manner, the non-receipt of a reminder notice <u>MAY NOT</u> be utilized (or rationalized) as the reason for late or non-filing.</p> <p style="text-align: center;">FILING IS THE RESPONSIBILITY OF THE CANDIDATE AND/OR COMMITTEE.</p>
Late Contribution and/or Late Independent Expenditure Reports	<p>Each candidate or committee that makes or receives a late contribution (including a loan) of \$1,000 or more or makes a late independent expenditure of \$1,000 or more between October 21 and November 5 shall report it WITHIN 24 HOURS by fax or guaranteed overnight mail through the U.S. Postal Service or personal delivery. (Gov. Code Sec. 84203b)</p>
Campaign Funds	<p>All contributions must be segregated and shall not be commingled with personal funds of the recipient or any other person. (Gov. Code Sec. 84307)</p>
Contributions/ Expenditures	<p>No monetary contribution of \$100 or more shall be received in cash. No expenditure of \$100 or more shall be made in cash. (Gov. Code Sec. 84300a, b)</p>
“Candidate”	<p>“Candidate” refers to an individual who is listed on the ballot or has qualified to have write-in votes counted on his/her behalf for nomination or for election to any elective office, or who receives a contribution or makes an expenditure or gives his/her consent for any other person to receive a contribution or make an expenditure with a view to bringing about his/her nomination or election to any elective office, whether or not the specific elective office for which he/she will seek nomination or election is known at the time the contribution is received or the expenditure is made and whether or not he/she has announced his/her candidacy or filed a declaration of candidacy at such time.</p> <p>An individual who becomes a candidate shall retain his/her status as a candidate until such time as that status is terminated. (Gov. Code Sec. 82007 & 84214)</p>
“Committee”	<p>“Committee” refers to any person or combination of persons who directly or indirectly :</p> <ol style="list-style-type: none"> 1. Receives contributions totaling \$1,000 or more in a calendar year; 2. Makes independent expenditures totaling \$1,000 or more in a calendar year; or 3. Makes contributions totaling \$10,000 or more in a calendar year to or at the behest of candidates or committees. <p>The term “contribution” includes monetary payments, loans and non-monetary goods or services. A person or combination of persons that becomes a committee shall retain its status as a committee until such time as that status is terminated. (Gov. Code Sec. 82013)</p> <p>A committee receiving \$1,000 or more must file a Form 410 (Statement of Organization) within ten days of receipt.</p>
“Controlled Committee”	<p>“Controlled Committee” refers to a committee that is controlled directly or indirectly by a candidate or state measure proponent or which acts jointly with a candidate, controlled committee, or state measure proponent in connection with the making of expenditures. A candidate or state measure proponent controls a committee if he/she, his/her agent or any other committee he/she controls has a significant influence on the actions or decisions of the committee. (Gov. Code Sec. 82016)</p>

FINANCIAL AND CAMPAIGN DISCLOSURE INFORMATION

(Continued)

FORM 410	<u>Statement of Organization/Termination</u> For use in organizing a committee, amending a Form 410, or termination of a committee.
FORM 460	<u>Recipient Committee Campaign Statement – Long Form</u> For use by recipient committees which receive a cumulative contribution of \$100 or more from a single source and/or officeholder not eligible to file a Form 470 or who is filing jointly with one or more controlled committees. A controlled committee is one which is controlled directly or indirectly by a candidate or which acts jointly with a candidate or controlled committee in connection with the making of expenditures.
FORM 465	<u>Supplemental Independent Expenditure Report</u> For use by an officeholder, candidate or committee which makes independent expenditures totaling \$1,000 or more in a calendar year to support or oppose a single candidate, a single ballot measure, or the qualification of a single measure.
FORM 470	<u>Officeholder and Candidate Campaign Statement – Short Form</u> For use if less than \$1,000 has been raised or spent by or on behalf of the candidate, and he/she anticipates raising or spending less than \$1,000 for his/her candidacy for the entire calendar year.
FORM 470 Supplement	<u>Officeholder and Candidate Campaign Statement – Supplement</u> For use only if the candidate filed a Form 470 stating they would raise or spend less than \$1,000 and then later exceeds the limit.
FORM 496	<u>24 Hour Independent Expenditure Report</u> For use by individuals or groups that make an “independent” expenditure with 16 days before the election. The (aggregated) expenditure must expressly advocate the election, nomination, or defeat of a clearly identified candidate, or the qualification, passage, or defeat of a clearly identified measure. Furthermore, this expenditure cannot be made to or at the behest of the affected candidate or committee. If it is, the expenditure is then an “In-Kind Contribution.”
FORM 497	<u>Late Contribution Report</u> For use by candidates or committees that receive within the 16 days before the election a contribution (including loans or any combination of monetary and non-monetary contributions) that totals \$1,000 or more from a single source.
FORM 501	<u>Candidate Intention Statement</u> For use by candidates prior to solicitation or receipt of any contributions, or expenditure of any personal funds used for the election, with the exception of filing fees and/or a candidate’s statement of qualification.
FORM 700	<u>Statement of Economic Interests</u> For use to publicly disclose personal assets and income. Candidates must file this form with their nomination papers. Once elected <u>ALL</u> “officeholders” must file this report annually.
All the forms above may be downloaded from the Fair Political Practices Commission at: www.fppc.ca.gov	

COMMON FILING REQUIREMENTS

Candidates and committee treasurers are encouraged to become familiar with all of the disclosure requirements and FPPC forms. However, many local candidates and committees raise and spend money only in connection with a particular election and then terminate their filing obligations. These candidates and committees are likely to file only a few of the FPPC’s many campaign forms.

A list of these forms is provided below.

Candidates Who Spend <u>LESS</u> than \$1,000 <ul style="list-style-type: none"> • Form 501 - Candidate Intention Statement • Form 470 - Officeholder/Candidate Campaign Statement-Short Form 	Candidates Who Spend <u>\$1,000 or MORE</u> <ul style="list-style-type: none"> • Form 501 - Candidate Intention Statement • Form 410 - Statement of Organization (also used for “Termination”) • Form 460 - Recipient Committee Campaign Statement • Form 497 - Late Contribution Report
Primarily Formed Committees for Local Candidates <ul style="list-style-type: none"> • Form 410 - Statement of Organization (also used for “Termination”) • Form 460 - Recipient Committee Campaign Statement • Form 465 - Supplemental Independent Expenditure Report • Form 496 - Late Independent Expenditure Report • Form 497 – Late Contribution Report 	

Where to file campaign disclosure statements is shown on the next page.

WHERE TO FILE CAMPAIGN DISCLOSURE STATEMENTS

* This chart applies to local candidates **ONLY**; not federal or state offices.

Form Number	When to File:	Original Filed Here:	Copies Filed Here:
501	Before any money is raised or spent	San Diego County Registrar of Voters	N/A
410	Within 10 days of receiving \$1,000 in contributions	Secretary of State's Office Political Reform Division PO Box 1467 Sacramento, CA 95812-1467	San Diego County Registrar of Voters
Amended 410	Within 10 days of whenever changes on the original 410 need to be made		
460	According to the schedule on Page 9	San Diego County Registrar of Voters	N/A
470	On or before the due date for the First Pre-Election Report; October 5		
470 Supplement	Within 48 hours of receiving a contribution or making an expenditure of \$1,000 (This form is required only if the candidate filed a Form 470 stating they would raise or spend less than \$1,000 and then later exceeds the limit.)		Sec. of State <u>and</u> Each opponent for same office
496	Within 24 hours of a \$1,000 independent expenditure being made during the 16 days immediately preceding the election		N/A
497	During the 16 days immediately preceding the election, this form must be filed as follows: <ul style="list-style-type: none">Within 24 hours of MAKING a late non-monetary or in-kind contribution OR <ul style="list-style-type: none">Within 48 hours of RECEIVING a late non-monetary or in-kind contribution This is required when contributions cumulatively total \$1,000 or more from a single source.		
700	Candidates – Must file no later than August 10.		

Filing procedures are different for Federal, Statewide, State Assembly, and State Senate candidates.

- For filing requirements, candidates for “state” offices are encouraged to contact the Secretary of State’s office and the Fair Political Practices Commission:
www.sos.ca.gov or www.fppc.ca.gov
- For filing requirements, candidates for Federal offices should contact the Federal Elections Commission:
www.fec.gov

Note: Unsigned forms are incomplete and not considered filed until they are signed.

MISCELLANEOUS INFORMATION

SAMPLE BALLOT PAMPHLETS	Sample ballot pamphlets are mailed two to four weeks before the election to each voter who registers by the 29 th day before the election, which is September 27. Voters who register after September 27 will receive either a sample ballot pamphlet or a postcard notification of polling place.
CALIFORNIA BALLOT PAMPHLET (STATE PAMPHLET)	This pamphlet is mailed to each registered voter household and contains all of the state measures, accompanying text (analyses, arguments, rebuttals, etc.) and statements of qualifications for candidates seeking statewide office.
VOTER REGISTRATION DEADLINE	Monday, October 22 is the last day to register to vote in the November 6 General Election.
ELECTIONEERING AT THE REG. OF VOTERS OFFICE	Because the Registrar of Voters Office is a polling place, wearing or displaying election campaign material is prohibited.
CANDIDATE'S POLLING PLACE	Registrar of Voter's policy does not allow candidates or their family members to host a polling place or serve as a poll worker in the candidate's jurisdiction.
CANDIDATE'S EMPLOYMENT	Registrar of Voter's policy does not allow candidates or their family members to work as temporary employees for the Registrar of Voters Office during their candidacy.
ELECTION DAY ACTIVITIES	The polls are open from 7 am to 8 pm. Campaigning is not allowed within 100 feet of the entrance to a polling place. This includes: circulating any petition, soliciting votes, exhibiting any campaign signs, wearing campaign shirts, buttons, and hats, dissemination of audible electioneering information, or any other electioneering.
ELECTION NIGHT ACTIVITIES	Shortly after the polls close at 8 pm the first report containing mail ballot voting results is released. As polls ballots are returned to the Registrar's office for tabulation, vote results are updated. Updates occur approximately every 30 minutes until all results are reported. Typically, the first precinct results are reported by 10 pm. The ballot tabulation process is open for public viewing. All observers must wear badges
ELECTION RESULTS	Election results are available at "Election Central"/Golden Hall (202 C Street, downtown San Diego) on election night beginning shortly after 8 pm until midnight. Election results will also be provided by phone, the Internet or at the Registrar of Voters office to anyone wishing to monitor the returns that night or the days after: Telephone: (858) 565-5800 Internet: www.sdvote.com Mail ballots dropped off at the polls and provisional ballots are counted during the 28 days following the election. Bulletins with these "add-on counts" are available at the front counter of the Registrar of Voters Office. The results on the internet are updated after each "add-on count."
OFFICIAL CANVASS OF THE RETURNS	The Registrar of Voters must conduct the official canvass of the returns within 28 days after the election. When the canvass is completed, a certified statement of the results is submitted to the Secretary of State, the Board of Supervisors, and affected jurisdictions.

POLITICAL ADVERTISEMENT REQUIREMENTS

(Elections Code Section 20008)

NEWSPAPER AD REQUIREMENTS	Any paid political advertisement which refers to an election or to any candidate for state or local elective office and which is contained in or distributed with a newspaper, shall bear on each surface or page thereof, in type or lettering at least half as large as the type or lettering of the advertisement or in 10-point roman type, whichever is larger, the words "Paid Political Advertisement." The words shall be set apart from any other printed matter.
DEFINITION	As used in this section "paid political advertisement" shall mean and shall be limited to, published statements paid for by advertisers for purposes of supporting or defeating any person who has filed for an elective state or local office.

MASS MAILING OF CAMPAIGN LITERATURE

REGISTRAR OF VOTERS DUTIES	A copy of Section 84305 of the Government Code (see below) shall be provided by the Registrar to each candidate or his or her agent at the time of filing the declaration of candidacy . . . (E.C. Sec. 16)
PUBLIC EXPENSE	No newsletter or other mass mailing shall be sent at public expense. (Gov. Code Sec. 89001)
DEFINITION	"Mass mailing" means over 200 substantially similar pieces of mail, but does not include a form letter or other mail which is sent in response to an unsolicited request, letter or other inquiry. (Gov. Code Sec. 82041.5)

CALIFORNIA GOVERNMENT CODE SECTION 84305

- (a) Except as provided in subdivision (b), no candidate or committee shall send a mass mailing unless the name, street address, and city of the candidate or committee are shown on the outside of each piece of mail in the mass mailing and on at least one of the inserts included within each piece of mail of the mailing in no less than 6-point type which shall be in a color or print which contrasts with the background so as to be easily legible. A post office box may be stated in lieu of a street address if the organization's address is a matter of public record with the Secretary of State.
- (b) If the sender of the mass mailing is a single candidate or committee, the name, street address, and city of the candidate or committee need only be shown on the outside of each piece of mail.
- (c) If the sender of a mass mailing is a controlled committee, the name of the person controlling the committee shall be included in addition to the information required by subdivision (a).

SIMULATED BALLOT REQUIREMENTS

(Elections Code Section 20009)

- a) Every simulated ballot or simulated sample ballot shall bear on each surface or page thereof, in type or lettering at least half as large as the type or lettering of the statement or words or in 10-point roman type, whichever is larger, in a printed or drawn box and set apart from any other printed matter, the following statement:

NOTICE TO VOTERS (Required by Law)

"This is not an official ballot or an official sample ballot prepared by the county elections official or the Secretary of State. This is an unofficial, marked ballot prepared by _____ (insert name and address of person or organization responsible for preparation thereof)."

Nothing in this section shall be construed to require any such notice in any editorial or other statement appearing in a regularly published newspaper or magazine other than a paid political advertisement.

- b) No simulated ballot or simulated sample ballot referred to in subdivision (a) shall bear any official seal or the insignia of any public official entity, nor shall that seal or insignia appear upon the envelope in which it is mailed or otherwise delivered.
- c) The superior court, in any case brought before it by any registered voter, may issue a temporary or permanent restraining order or injunction against the publication, printing, circulation, posting, or distribution of any matter in violation of this section, and all cases of this nature shall be in a preferred position for purposes of trial and appeal, so as to assure the speedy disposition thereof.

COUNTY OF SAN DIEGO
POLICY I-1 - PLANNING AND SPONSOR GROUP POLICIES AND PROCEDURES

Purpose

To establish policy and procedures for the establishment and operation of planning and sponsor groups. This policy shall also establish procedures for the groups' primary responsibilities of updating the County General Plan and reviewing discretionary regulatory projects.

Background

The County General Plan, adopted by the Board of Supervisors, meets the requirements of State law and provides broad guidelines for the proper development of the County. An accepted method for refining and updating the General Plan is to prepare, adopt and implement local plans for the various unincorporated communities in the County.

Local planning is more responsive to local needs if there is a high level of citizen participation in the planning process. The policies and procedures that follow are intended to encourage citizen participation and to provide a uniform process in the preparation, revision and implementation of community and subregional plans for unincorporated areas of the County and for the creation of planning and sponsor groups. These groups work closely with the local citizenry to help guide the course of growth in their respective planning areas.

Policy

It is the policy of the Board of Supervisors that:

Representative planning groups and sponsor groups be formed in the communities and subregions of the unincorporated area for the purpose of advising and assisting the Director of Planning, the Zoning Administrator, the Planning Commission and the Board of Supervisors in the preparation, amendment and implementation of community and subregional plans.

The procedures set forth herein shall be followed in the establishment of community and subregional plan boundaries, the formation of planning and sponsor groups and in the preparation, amendment, and implementation of community and subregional plans. Further, the groups may advise the appropriate boards and commissions on discretionary projects as well as on planning and land use matters important to the community.

The procedures set forth herein shall also guide the operations of all planning and sponsor groups, including the consideration of planning business in public meetings and the administration of internal responsibilities that must be carried out by all planning and sponsor groups throughout the year.

COMMUNITY BOUNDARIES

The Department of Planning and Land Use shall maintain a map of the unincorporated area of the County of San Diego identifying the boundaries of all community and subregional plan areas, as well as sponsor group areas. The boundaries shall reflect commonality of interest, topography, access, and existing district boundaries to the greatest extent possible. If the boundaries of community and subregional plan areas are revised, voting precinct boundaries shall also be revised if necessary to conform to these new boundaries.

The boundaries of group areas shall be defined at the time a group is established by the Board. The map shall be reviewed periodically by LAFCo and SANDAG staff for consistency with planning efforts of the various incorporated cities.

Each planning area and subregion shall be identified by name. The boundary map shall be reviewed periodically by the Planning Commission and the Board. During such review, boundaries may be changed for good cause by the Board after notification and comment by affected planning or sponsor groups. The Registrar of Voters shall be notified within 30 days of the Board of Supervisors' actions. There shall be no boundary changes within 180 days prior to an election.

SPONSOR GROUP FORMATION

The principal function of a sponsor group is to be an information linkage between the community and County on matters dealing with planning and land use.

A sponsor group may be formed through two different approaches to the Board of Supervisors. Any community organization in an area where there is no elected planning group may seek designation by the Board of Supervisors as a sponsor group upon obtaining the recommendation of the Supervisor(s) for their district. Formation of a sponsor group may also be initiated upon the recommendation to the Supervisor of the district in which the need for a group has been indicated. Nominations for membership may be solicited from the community-at-large, by planning staff, and/or the staff of the Supervisor's office. Each member must be appointed by the Board of Supervisors and cannot function as a sponsor group member until such appointment has taken place. Subsequent vacancies shall be filled in the manner specified in Article II, Section IV of the Planning and Sponsor Group Bylaws contained in this Policy. The term of membership for sponsor groups is provided in Article II, Section III of said Bylaws.

The members of a sponsor group may, upon the recommendation of the Supervisor of their district and authorization by the Board, stand for election as members of a planning group, thus bringing to an end their sponsor group status.

POLICY I-1 - PLANNING AND SPONSOR GROUP POLICIES AND PROCEDURES (CONTINUED)

COMMUNITY PLANNING GROUP FORMATION

The formation of community planning groups is authorized by the Board of Supervisors and the members are elected by the registered voters in the community planning area.

Elections for planning groups that have been authorized by the Board of Supervisors will be conducted by the County Registrar of Voters the first Tuesday after the first Monday in November of each even-numbered year. Except as otherwise specifically provided herein, elections will be administered according to the California Elections Code (Sections 10500 to 10566).

Members shall serve a four-year term, except as otherwise specified herein.

Planning group members will retain their membership until the first Monday after January 1 following the election, after which, if reelected, they will begin a new term. If not reelected, members may retain membership until replaced by the newly elected members of the planning group.

If by 5:00 p.m., on the 88th day prior to the election, the number of candidates does not exceed the number of positions to be filled, the Registrar of Voters shall not conduct an election of such planning group, but shall certify the qualified candidates to the Board of Supervisors for appointment. When the number of available positions equals or exceeds the number of qualified candidates, the Board of Supervisors shall, during a regular Board meeting, appoint qualified persons to the planning group as nominated by the Supervisor(s) of the applicable district(s). In either case, appointments shall become effective the first Monday after January 1 following the election date. Notwithstanding the foregoing, no person elected to membership on a planning group shall have, as against the County, the right to any specific term of membership and the County may call an election for any group whenever the Board of Supervisors deems appropriate.

Only registered voters living in the planning area are eligible to be candidates and to vote in the election of the planning group for that planning area. Candidates may obtain petition of nomination forms from the office of the Registrar of Voters beginning on the 113th day prior to the election. To be a qualified candidate, the completed forms must be filed with the Registrar of Voters office by 5:00 p.m., at least 88 days prior to the election. There shall be no 5-day extension for candidate filing if an incumbent fails to file by the 88th day before the election.

The Registrar of Voters shall number each seat on the planning group 1 through 15. For the purpose of election and filling vacancies, each planning group member shall be designated as filling a numbered seat.

The even-numbered seats shall be up for election in 1986 and every 4 years after that. The odd-numbered seats shall be up for election in 1988 and every 4 years after that.

The specific number of seats up for re-election shall not appear on the ballot. Instead the ballot shall state "Vote for no more than Seven" or "Vote for no more than Eight" (with appropriate changes for subregional areas), depending on which terms are expiring. In cases where the Board of Supervisors makes appointments to the group due to an insufficient number of candidates, such appointments shall specify the seat number which the appointee is to fill.

In a newly authorized planning group, the 15 individuals receiving the highest number of votes shall become members of the planning group. The top eight will receive a 4-year term, and the remainder will receive a 2-year term. This rule will apply to the formation election only.

The successful individuals, as certified by the Registrar of Voters, shall become members of the planning group beginning on the first Monday after January 1 following the election. The Registrar of Voters shall provide each newly elected individual with a copy of the certified election results. Any person who fails to comply with any of the requirements as outlined by the Registrar of Voters shall be ineligible for membership on a planning group.

The recall of a planning group member shall be governed by the provisions of Division 11 of the California Elections Code, as it presently exists or may be amended in the future, regarding the recall of local officers. A planning group member shall be regarded as a local officer solely for the purpose of implementing the recall provisions of Division 11. The terms "governing board" and "governing body" referenced in Division 11 mean, for the purpose of implementing the recall provisions of Division 11, the community planning group whose member is the subject of a recall petition. The Registrar of Voters shall determine the method of conducting a recall election for a planning group member.

When a vacancy occurs it shall be filled in the manner specified in Article II, Section IV of the bylaws.

Election of Planning Groups in Subregions

To ensure adequate neighborhood representation for each section in a subregion, the Board of Supervisors may identify sections of the subregion and determine the number of members and numbered seats to be filled from each section, at least 180 days in advance of the election, and direct the Registrar to so indicate on the ballot. Only registered voters living in a given section of a subregion are eligible to represent that section on the planning group. All registered voters in the subregion may vote to elect members for vacant seat(s) from each section. If the number of candidates does not exceed the number of vacancies in each section, the Registrar shall not conduct an election for that section but shall certify the qualified candidates to the Board of Supervisors for appointment.

If a planning group member changes his/her legal address to a different section of the subregion from that in which he/she was elected or appointed to represent, that group member shall immediately forfeit his/her position in the planning group. This vacancy may then be filled by a resident from that section of the subregional plan area where the vacancy occurred in accord with Article II of the bylaws.

POLICY I-1 - PLANNING AND SPONSOR GROUP POLICIES AND PROCEDURES (CONTINUED)

FINANCIAL DISCLOSURE

No person who is a candidate for membership on a community planning group shall accept or receive any campaign contribution which either: (1) is from a source other than a natural person; or (2) will cause the total amount contributed by the same person (other than the candidate himself or herself) with respect to a single election, including contributions to any agent or committee on behalf of the candidate, to exceed the sum of \$250.00.

Financial disclosure statements shall be filed as follows:

At the time of filing the petition for nomination with the Registrar of Voters, planning group candidates shall file, and within 30 days of assuming office sponsor group and planning group members shall file, financial disclosure statements disclosing all financial interests in disclosure categories 1, 2, 3 and 7 below (investments, interests in real property and business positions). Thereafter, sponsor group and planning group members shall file annually (no later than March 31 covering the preceding calendar year), and within 30 days of leaving office, financial disclosure forms disclosing all financial interests in all disclosure categories below. All statements by candidates for and members of planning groups shall be filed with the Registrar of Voters. All statements by members of sponsor groups shall be filed with the Clerk of the Board of Supervisors.

Financial disclosure statements shall be made on forms prescribed by the Fair Political Practices Commission (FPPC) and supplied by the Department of Planning and Land Use. The jurisdiction to which the financial disclosure requirements relate shall be the sponsor or community planning group area served by the group member, and real property shall be deemed "within the jurisdiction" if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction. (See Gov. Code § 82035) The members shall provide all financial information in respect to investments, real property and income relating to the jurisdiction required on the FPPC disclosure forms in the following disclosure categories:

1. Investments (other than those held by a business entity or trust).
2. Interests in Real Property (other than those held by a business entity or trust) "Interests in Real Property" does not include the principal residence of the filer for purposes of disclosures.
3. Interest in Real Property and Investments Held by Business Entities and Trusts.
4. Income (other than loans and gifts)
5. Income – Loans
6. Income – Gifts
7. Business Positions
8. Commission Income, Income and Loans to Business Entities and Income From Rental Property

In addition, candidates for membership of a planning group shall file with the Registrar of Voters campaign disclosure statements in accordance with the requirements of Chapter 4 of the Political Reform Act of 1974 (Gov. Code Section 84100 et. seq.).

OPERATION OF PLANNING GROUPS AND SPONSOR GROUPS

Conduct and operation of the planning and sponsor groups is governed by this policy, Board Policy I-1A and the Brown Act, as well as by Standing Rules that may be adopted by the groups. Standing Rules may supplement this policy but may not supersede it in any manner.

Planning and sponsor group members are not County officials. They act in an advisory capacity to the Director of Planning, the Zoning Administrator, the Planning Commission, the Board of Supervisors, and others involved in the County planning process. Such planning and sponsor groups are not empowered by ordinance or policy to render decisions of any kind on behalf of the County of San Diego or its appointed or elected officials. These groups are recognized as having a working relationship with the County on planning and land use matters. Community issues not related to planning or land use are not within the purview of these groups.

No planning or sponsor group member shall request any project proponent to make any contribution of money, goods, services or any other things of value to the community or to any person or organization within the community as a condition of or for receiving the favorable vote of the group or any of its members. This shall not prohibit the members from recommending conditions for approval of the development proposal which are authorized by State law or County ordinance.

Disqualification

No planning or sponsor group member shall make, participate in making, or in any way attempt to use his or her position on the planning or sponsor group to influence the making of any decision which he or she knows or has reason to know will have a reasonable foreseeable material financial effect, distinguishable from its effect on the public generally, on:

- (a) Any business entity in which the member has a direct or indirect investment worth one thousand dollars (\$1,000) or more;
- (b) Any real property in which the member has a direct or indirect interest worth one thousand dollars (\$1,000) or more;
- (c) Any source of income, other than gifts and other than loans by a commercial lending institution in the regular course of business on terms available to the public without regard to official status, aggregating two hundred fifty dollars (\$250) or more in value provided to, received by, or promised to the member within twelve months prior to the time when the decision is made;
- (d) Any business entity in which the member is a director, officer, partner, trustee, employee, or holds any position of management; or
- (e) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating \$250 or more in value provided to, received by, or promised to the member within 12 months prior to the time when the decision is made.

POLICY I-1 - PLANNING AND SPONSOR GROUP POLICIES AND PROCEDURES (CONTINUED)

Manner of Disqualification

When a planning or sponsor group member determines that he or she should not make a decision because he or she has a disqualifying interest in it, the determination not to act must be accompanied by disclosure of the disqualifying interest. This determination and disclosure shall be made part of the group's official records. (See County Counsel companion letter to Policy I-1.)

"Representation of Personal Interests"

A member who is disqualified above may appear before the Group in the same manner as any other member of the general public solely to represent himself or herself on a matter which is related to his or her personal interests. 'Personal interests' include:

- (a) An interest in real property wholly owned by the member or the member's immediate family; or
- (b) A business entity which is either wholly owned by the member or the member's immediate family, or is under the member's sole direction and control or the sole direction and control of the member and the member's spouse jointly."

Planning and Sponsor Group Meetings

All meetings shall be open to the public and shall be held in a public place which is a place known to the community as a facility used for public assembly. Notices of all meetings except subcommittee meetings shall be placed in community newspapers, if available, or posted in a public place in the community if there is no community newspaper. Such notice shall be made at least five days prior to the meeting date and the agenda must be posted 72 hours before the meeting convenes. In addition, preliminary notices will be sent by the County to any one requesting them. A fee may be charged for sending such notices.

The Chair shall appoint the chair of all subcommittees (except the nominating subcommittee) and all its members with the concurrence of a majority of the group. There may be standing as well as ad hoc subcommittees. Chairs of subcommittees must be members of the group. Membership on the subcommittee is open to all interested citizens, but requires nomination by the Chair and appointment by the group. All members of a subcommittee may vote on subcommittee matters. However, at group meetings only authorized group members may vote.

Election of Officers

Officers shall be elected annually for the positions of Chair, Vice-Chair, Secretary and other offices as may be provided for by the group. The Chair is the presiding officer, oversees all the activities of the group and its subcommittees, and is responsible for all appointments. The duties of the Vice-Chair shall be determined by the Chair. The Vice-Chair also presides over group meetings in the absence of the Chair. The Secretary maintains the records of the group's proceedings and correspondence.

Political Activity

The group will not endorse or support any political activity or candidate for elective office. The group may, however, provide a public forum for the discussion of planning issues which are important to the community.

Legal Defense and Indemnification

Planning group members may receive legal defense and indemnification through the Office of County Counsel if the criteria in Board Policy I-1A are met. To be eligible to receive County Counsel assistance, a group member must make a written request to County Counsel for defense and indemnification within 5 working days of having been served with legal papers. The County of San Diego may decline to defend a Group member under the circumstances specified in Board Policy I-1A.

Planning and Sponsor Group Assistance

County staff is available to assist the planning and sponsor groups. The Department of Planning and Land Use shall coordinate staff support for the groups. Assistance may be requested for periodic training regarding areas of concern and for staff attendance at meetings to give additional information on selected projects.

The Department shall also provide an orientation for new members of the groups, interpret and recommend revisions of Policy I-1, recommend changes in planning area boundaries, recommend creation of new groups and provide general resolution of problems that may arise in the course of group activities. The Department shall coordinate the appointments and confirmation of new planning group and sponsor group members with the Board of Supervisors, the Registrar of Voters, and the Director of the Community Involvement Office as necessary. The Department shall administer a budget which may be used by the groups to cover authorized expenses incurred by the group while doing group business. The allocation of the budget among the groups shall be reviewed annually and shall reflect the workload of the group, and the status of the group as either a sponsor or planning group.

PLAN PREPARATION

During the preparation or update of a community or subregional plan, the role of the planning or sponsor group is to advise and provide recommendations to the Planning Commission and Board of Supervisors on the proposed plans. The group shall be assisted by County staff in preparing the plan and related documents pursuant to this policy.

POLICY I-1 - PLANNING AND SPONSOR GROUP POLICIES AND PROCEDURES (CONTINUED)

Research and Analysis

During the research phase, staff may gather data on existing and needed public services, population, environmental constraints and other information related to the potential for development within the community or subregional plan area. A community conference may be sponsored by the planning or sponsor group to identify community needs, aspirations and issues.

During this stage of the program, the group should become familiar with the adopted County-wide General Plan, and the existing Community Plan and Text. The needs of the community should be assessed, and the data prepared by staff should be reviewed by the group.

Goals and Policies

Based on the community conference, the adopted County-wide General Plan, and other relevant planning policies, staff shall prepare draft goals and policies for the consideration of the group. The purpose of the draft goals and policies shall be to give direction to the subsequent more specific detailed planning that will be done to complete a preliminary plan. The draft goals and policies may address community preference with respect to the appropriate timing for annexation or incorporation of areas within the community or subregional plan area.

The planning or sponsor group shall review and revise the staff prepared goals and policies with staff assistance and approve a draft set of goals and policies for publication. Any conflicts between the preliminary goals and existing County policy or planning principles will be resolved at this time. The draft goals and policies shall be well publicized throughout the community and the group shall hold an open community meeting to discuss the draft. Subsequent to the meeting, acceptance of the final draft goals and policies will be by a majority vote of the authorized group membership.

Plan Formulation

Based on the accepted community goals and policies, staff will prepare a preliminary plan consisting of a land use map, proposed zoning and a text setting forth goals, policies, and standards. In the course of scheduled public meetings, staff proposals will be revised by the planning group. With the help of community input during these meetings, a revised preliminary plan, hereafter referred to as the proposed plan, will be prepared and approved by the group.

Staff will identify for the group, the Planning Commission and the Board of Supervisors any differences between the proposed plan and existing County policy, fundamental planning principles, or the accepted community goals and policies. Differences thus identified would result in a recommendation to either change County policy or the proposed plan.

There may be instances where staff and the group disagree on parts of the proposed plan in which case both proposals should be brought forward to the Planning Commission and the Board of Supervisors.

The expenditure of County funds is authorized to pay for the printing and distribution of a preliminary goals report and preliminary plan map and report for a community which has been duly authorized by the Board to prepare or update a community or subregional plan, subject to the existence of sufficient funds in the Department budget for such publication and distribution.

The preparation of a community or subregional plan or its update shall be completed within two years from the date of Board authorization, unless specifically modified or extended by action of the Board of Supervisors. The proposed plan shall then be processed with all due speed in compliance with applicable environmental review, public hearing notification and general plan amendment scheduling as determined by the Board of Supervisors.

PLAN ADOPTION

Planning Commission Hearing

Staff will prepare the necessary notice of public hearing and other documents as required by law. If feasible, the Planning Commission may hold its hearing in the planning area. It is the responsibility of the group to assist staff in presenting the proposed plan at the hearing.

The purpose of the public hearing is to assure everyone an opportunity to present testimony on the proposed plan and proposed zone reclassifications. Since every citizen of the County will be affected either directly or indirectly by the plan, the hearing is an important part of the democratic process. Upon completion of the hearing, the Planning Commission may approve the plan and recommend its adoption to the Board of Supervisors or may recommend revisions to the plan.

Board of Supervisors Hearing

The Board of Supervisors must also conduct an advertised public hearing. After closing the hearing, the Board may adopt the plan or direct that the plan be revised. In the latter case, the plan must be returned to the Planning Commission for a recommendation on any substantial proposed revisions not previously considered by the Planning Commission, prior to the final adoption of the plan by the Board of Supervisors.

PLAN IMPLEMENTATION

Proponents of development should be encouraged to submit their development proposals to the planning groups for a preliminary review prior to formal application to the County. This procedure could be more cost effective to the applicant and could result in earlier resolution of local concerns. Preliminary review does not eliminate or replace the group's formal review and/or appeal rights as a part of the normal application process.

POLICY I-1 - PLANNING AND SPONSOR GROUP POLICIES AND PROCEDURES (CONTINUED)

The planning or sponsor group shall advise the Planning and Environmental Review Board, the Zoning Administrator, the Planning Commission and the Board of Supervisors in the implementation of the adopted community or subregional plan. In carrying out this responsibility, the group shall advise on development proposals, rezones, general plan amendments, and similar matters which would impact their planning area. Planning and sponsor group comments on these proposals are strictly advisory. Groups may determine which projects they will review and have the responsibility of securing information from the County regarding proposed projects. Group recommendations must be in writing, and must represent a majority of the planning or sponsor group's authorized membership. Minority opinions shall be accompanied by a statement identifying what portion of the group endorses the statement.

The group shall forward its recommendation to the appropriate County hearing body or the department. It is the responsibility of the group to submit its recommendations within the normal processing schedule, allowing for inclusion of the recommendation in transmittal documents to the Zoning Administrator, the Planning Commission and the Board of Supervisors. The staff report to the hearing body or official shall indicate if the County has received an official recommendation and/or a minority report from the affected planning or sponsor group. If no recommendation is provided, the hearing body or official may request one.

Proposed Publicly-Initiated Planning and Land Use Actions

The planning or sponsor group may make recommendations on proposed publicly-initiated planning and land use actions based on their consistency with the adopted community or subregional plan.

County staff shall inform the group of all proposed publicly-initiated planning and land use actions, including zoning, proposed plan amendments, and text revisions. Such proposals shall be presented to the group for review prior to being presented to the Planning Commission and Board of Supervisors.

Proposed Privately-Initiated Actions

The planning and sponsor groups may make recommendations on proposed privately-initiated planning and land use actions based on their consistency with the adopted community or subregional plan. Each group may review and make recommendations on private development applications according to the following process:

1. The Department of Planning and Land Use shall provide each group with timely notice of private development or land use proposals that are filed with the County.
2. The Department of Planning and Land Use shall be responsible for providing each group with a copy of maps and other support documents associated with each project.
3. The mailed public notices, mailed by County staff, shall include a statement providing the following information: Name of the responsible planning/sponsor group, where and when the group meets, where posting of final agenda occurs.
4. Each group shall be responsible for selecting those projects which it deems sufficiently significant for review. The project's proponents should be notified by the group of the meeting at which the group expects to make a recommendation.
5. Each group shall conduct its meetings in accordance with all legal requirements necessary to assure the project's proponents and opponents receive a fair opportunity to be heard.
6. Each group shall be responsible for completing its review, writing its recommendation and forwarding it to the Department of Planning and Land Use in a timely manner so that the recommendation can be included in transmittal of the project to the applicable hearing body or officer.
7. The staff report on private development proposals shall include the official advisory group recommendation. If such a recommendation is not provided by the group, the staff report shall indicate that no statement was filed by the planning group.

APPEAL PRIVILEGES

The planning and sponsor groups are authorized free appeal privileges on all discretionary land use matters.

The decision to file an appeal must be approved by a majority of the group's authorized membership. If no group meeting is scheduled prior to the end of the appeal period, the chair of the group may file the appeal or must file the appeal if so directed by petition of a majority of the group's membership. The decision to appeal shall then be confirmed by a majority of the group's authorized membership at their next meeting. Failure to achieve a majority vote in favor of appeal shall require the group to withdraw the appeal.

PLAN AMENDMENTS

It is the role of the planning and sponsor groups to review and make recommendations on proposed amendments to the adopted community or subregional plan. Staff shall present such proposals to the group for review prior to their being transmitted to the Planning Commission and the Board of Supervisors.

PLAN REVISION

Upon authorization of the Board of Supervisors, a comprehensive revision to an existing community plan may be undertaken and the provisions of this policy will apply as in the case of the original plan preparation. Staff is not authorized to work on comprehensive plan revisions without specific Board authorization.

POLICY I-1 - PLANNING AND SPONSOR GROUP POLICIES AND PROCEDURES (CONTINUED)

GROUP BYLAWS AND STANDING RULES

Authority for the establishment and operation of all planning and sponsor groups lies in the Board of Supervisors Policy I-1. The bylaws included herein describe the purpose, functions and operating procedures for all groups. An individual group may supplement these bylaws with additional rules, if deemed necessary by the group. However, those rules shall be viewed as ancillary to the Policy's bylaws and shall not contradict or supersede them. Standing rules that relate to the details of the administration of the group rather than to parliamentary procedure may be adopted by a majority vote of the authorized membership.

PLANNING AND SPONSOR GROUP BYLAWS

ARTICLE I - PURPOSE AND AUTHORITY

Section I The authority for the establishment of a planning or sponsor group (group) is in the Board of Supervisors Policy I-1 entitled, "Planning and Sponsor Group Policies and Procedures." Policy I-1 also governs the group's operations.

Section II The purpose of the group is to advise the Department of Planning and Land Use, the Zoning Administrator, the Planning Commission and the Board of Supervisors on matters of planning and land use affecting the group's area.

Section III The group is a non-partisan, non-sectarian, non-profit-making organization. It does not take part officially in, nor does it lend its influence to, any political issues.

Section IV Planning group members are not County officials. They are advisors to the Director of Planning, the Zoning Administrator, the Planning Commission and the Board of Supervisors only. Such groups are not empowered by ordinance or policy to render a decision of any kind on behalf of the County of San Diego or its appointed or elected officials.

Section V These bylaws may be amended only by action of the Board of Supervisors of San Diego County.

ARTICLE II – MEMBERSHIP

Section I Planning group membership shall be limited to adults (18 years of age or older) who are registered voters living in the pertinent planning area. Sponsor group members appointed after June 3, 1998 shall be limited to adults who are registered voters that either reside within the sponsor group boundaries or own property located within the sponsor group boundaries.

Section II The group is limited to 15 members. Groups shall consist of an odd number of members, determined by the Board of Supervisors, ranging from a minimum of 5 members to a maximum of 15 authorized members. Neighborhood representation by a specific number of members is permitted. Elected and appointed members shall reflect that prescribed ratio of representation.

Section III Membership on planning and sponsor groups shall be for four (4) years. Numbers shall be assigned to all seats. For sponsor groups, the four year term shall expire on the first Monday after January 1, in the following years:

- a. for even numbered seats: 2003, and each fourth year thereafter;
- b. for odd numbered seats: 2001, and each fourth year thereafter.

Appointees to vacancies shall serve out the full unexpired term of the vacant seat.

Section IV Candidates for vacancies occurring in the membership of the group must meet all the requirements for membership, as set forth elsewhere in this Policy. Vacancies are filled in accordance with the group's Standing Rules. If there are no applicable Standing Rules, vacancies are filled from the list of candidates in the election in order of the number of votes they received; and if no list exists, volunteers may be accepted. Confirmation of the candidate from an Election list or of a volunteer shall be by majority vote of the remaining members of the group. Only upon appointment by the Board of Supervisors can the new candidate assume the responsibilities of membership.

The process of filling vacancies shall maintain neighborhood representation if applicable. In addition, appointments to planning groups and sponsor must be made to a specifically numbered seat.

Solicitation for candidates to fill vacancies may be made in the notices of meetings published in a local paper.

ARTICLE III – DUTIES

Section I The group conducts such business and takes such actions as are necessary to accomplish its purpose as defined in Article I, Section II, of these bylaws.

Section II The group solicits comments from all citizens regarding all aspects of their planning duties. Project proponents must always be advised in advance when their project is an agenda item for discussion and possible action.

Section III Group chairs are encouraged to meet collectively from time to time with the Chair of the County Planning Commission to discuss community planning and regional planning issues and to advise the Planning Commission on planning matters.

Section IV Annually each member must attend at least one session of the training workshops normally conducted yearly. These workshops usually consist of three sessions each.

POLICY I-1 - PLANNING AND SPONSOR GROUP POLICIES AND PROCEDURES (CONTINUED)

ARTICLE IV – OFFICERS

Section I The election of officers is a responsibility of group membership and is governed in accordance with the Group's Standing Rules. If there are no applicable Standing Rules, the following Sections II through VI apply.

Section II The group elects from its members the following officers: Chair, Vice-Chair and Secretary. Officers shall be elected annually upon nomination by members of the group or by a slate of nominees prepared by a nominating committee. A majority vote of the authorized membership is required to elect officers. Newly elected officers shall take office at the end of the meeting during which they were elected.

Section III If an office is vacated, the Chair will temporarily appoint a member of the group to fill the vacancy until a new officer is elected. Such election shall be held within 30 days of the vacancy.

Section IV The Chair provides general supervisory guidance to the group and presides over all its meetings. The Chair assigns coordinating duties to the Vice-Chair as necessary. The Chair is the sole official spokesperson for the group unless this responsibility is delegated in writing or otherwise established by majority vote of the group. The Chair may vote on every motion put before the members.

Section V In the absence of the Chair, the Vice-Chair assumes the duties and responsibilities of the Chair. The Chair may create a file of correspondence during his or her tenure. At the end of the Chair's term, this file shall be added to the correspondence file maintained by the secretary.

Section VI One person may be elected secretary or the responsibilities may be rotated among the group's membership. However, regardless of the number of people who serve as secretary, the following functions must be carried out. The Secretary records the minutes of all group meetings and maintains a file of all group correspondence. The Secretary keeps the roll, certifies the presence of a quorum, and keeps a record of actions as they occur at each meeting. If the group meets regularly once a month, minutes and agendas shall be sent to the Department of Planning and Land Use at least two weeks in advance of the next meeting; if the Group meets regularly twice a month, minutes and agendas must reach the mail out clerk of the Department of Planning and Land Use eight days prior to the next meeting. Minutes shall record the motions and the names of those who make and second motions if seconds are required. Likewise, the minutes shall indicate which members voted against, or abstained from voting on a motion. (All planning/sponsor group agendas and minutes are kept on file in the Office of the Clerk of the Board of Supervisors as required by the Public Information Act.) It will be the responsibility of County staff to place published legal advertisements for groups who are involved in Plan Updates. Groups not involved in an Update shall be responsible for placing legal advertisements for group meetings. County staff shall reproduce and distribute the group's meeting notices and minutes to interested parties for a nominal fee.

ARTICLE V – SUBCOMMITTEES

Section I The conduct and membership of subcommittees is a responsibility of the group's membership and is governed in accordance with the Group's Standing Rules. If there are no applicable Standing Rules, the following Sections II through V apply. However, no subcommittee shall include a quorum of the planning or sponsor group.

Section II The Chair shall appoint the chair of all subcommittees (except the nominating subcommittee) and all its members with the concurrence of a majority of the group. There may be standing as well as ad hoc subcommittees. Chairs of subcommittees must be members of the planning and sponsor group. Membership on the subcommittee is open to all interested citizens, but requires nomination by the Chair and appointment by the group. All members of a subcommittee may vote on subcommittee matters. However, at group meetings, only authorized Group members may vote.

Section III The purpose and scope of activities of each subcommittee shall be outlined in writing by the chair of the group upon creation of the subcommittee.

Section IV Each subcommittee chair shall be responsible for keeping records of actions and reports of the subcommittee and shall submit these actions and report to the group on a regular basis. A subcommittee Chair shall not act as a spokesperson of the Group unless authorized to do so in writing as set forth in Article IV, Section IV of these bylaws or as officially designated by the Group as shown in the official minutes.

Section V A coordinating committee comprised of the chairs of each subcommittee may be formed to assemble information from each subcommittee for presentation to the group. The chair or vice-chair of the Group shall be the Chair of the coordinating committee. The coordinating committee may serve in an advisory capacity to the chair on administrative matters.

ARTICLE VI - ORGANIZATION PROCEDURES

Section I Either Robert's Rules of Order or Ray Keesey's Modern Parliamentary Procedures shall govern the operation of the planning group in all cases not otherwise covered by these bylaws. The Group may formulate additional specific Standing Rules which do not conflict with or supersede these bylaws to govern the conduct of its meetings.

Section II All Group voting is on the basis of one vote per person, and no proxy, telephone-canvassed or absentee votes are permitted. Secret ballots are not allowed.

POLICY I-1 - PLANNING AND SPONSOR GROUP POLICIES AND PROCEDURES (CONTINUED)

Section III Unexcused Absences: Any member who misses three consecutive monthly meetings, six consecutive twice-monthly meetings, or misses non-consecutively one-third of the total number of meetings in any one calendar year shall forfeit his/her membership. Such forfeiture (i.e., a vacancy) shall be acknowledged by a majority vote of the remaining authorized membership at the next succeeding meeting of the group. Also, by a vote of the majority of the remaining authorized membership, the group may waive recognition of the forfeiture for cause.

This provision may be made more restrictive in the Group's Standing Rules. Such vacated membership will be filled in the manner described in Article II, Section IV of these bylaws.

Section IV All meetings of the Group and its subcommittees are open to the public and are to be held in a public place. Notice of all group meetings shall be placed in a community newspaper at least five days prior to the meeting, if available. In addition, a final agenda shall be posted in a public place 72 hours before the meeting is held. In addition, preliminary notice will be mailed upon request, for which a fee may be charged.

Section V A quorum of the group shall consist of more than 50% of its authorized membership. No vote of the Group constitutes an official position of the Group on matters of planning and land use, unless passed by a majority of its authorized membership, unless otherwise required in this policy. Any action not made in accordance with Policies I-1, I-1A or the Brown Act shall not constitute an official action of the group and shall not be considered by the appropriate hearing body as an official vote.

Section VI Reconsideration of a previous vote is permissible only if pertinent new information is brought to the attention of the group. A vote to reconsider requires a majority vote. If the Group votes to reconsider, then the group may reconsider the project in light of the new information.

Section VII Service on Community Planning Groups is a public trust. Group members must not engage in any activity where there is conflict between their private interests and the public interests of the community represented. Group members are encouraged to avoid situations which could give the appearance of such a conflict. Group members may not use their planning group positions to induce or coerce, or appear to induce or coerce, any person or entity to provide financial benefit to themselves or other entity or person, nor may Group members use information not available to the public to secure private gain for either themselves or their families.

- a. **Bribery or Graft.** Planning group members shall not solicit, accept or agree to accept anything of value in return for performing or refraining from performing their planning group duties.
- b. **Gratuities.** Planning group members shall not solicit or accept any gift, gratuity, favor, entertainment, loan or any other thing of monetary value aggregating to \$250 or more, either directly or indirectly, from any person, firm, corporation or other entity which would benefit materially from the outcome of a planning group decision. Acceptance of any such gratuity must be reported under Chapter 7 of the Political Reform Act of 1974 and will disqualify the member from participation in the group's activities related to the person, firm, corporation or entity responsible for the gratuity.

Section VIII Disqualification

No group member shall make, participate in making, or in any way attempt to use his or her position on the planning or sponsor group to influence the making of any decision which he or she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on:

- a. Any business entity in which the member has a direct or indirect investment worth one thousand dollars (\$1,000) or more;
- b. Any real property in which the member has a direct or indirect interest worth one thousand dollars (\$1,000) or more;
- c. Any source of income, other than gifts and other than loans by a commercial lending institution in the regular course of business on terms available to the public without regard to official status, aggregating two hundred fifty dollars (\$250) or more in value provided to, received by, or promised to the member within 12 months prior to the time when the decision is made;
- d. Any business entity in which the member is a director, officer, partner, trustee, employee, or holds any position of management; or
- e. Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating \$250 or more in value provided to, received by, or promised to the member within 12 months prior to the time when the decision is made.

Manner of Disqualification

When a group member determines that he or she should not make a decision because he or she has a disqualifying interest in it, the determination not to act must be accompanied by disclosure of the disqualifying interest. This determination and disclosure shall be made part of the group's official records.

POLICY I-1 - PLANNING AND SPONSOR GROUP POLICIES AND PROCEDURES (CONTINUED)

Representation of Personal Interests

A member who is disqualified above may appear before the group in the same manner as any other member of the general public solely to represent himself or herself on a matter which is related to his or her personal interests. 'Personal interests' include:

- a. An interest in real property wholly owned by the member or the member's immediate family; or
- b. A business entity which is either wholly owned by the member or the member's immediate family, or is under the member's sole direction and control or the sole direction and control of the member and the member's spouse jointly."

Section IX Board referrals on specific projects shall be placed on the agenda of the next properly noticed regular Group meeting for discussion and an official action.

Sunset Date

This policy will be reviewed for continuance by 12/31/16.

Board Action

3-6-68	3-8-83 (56)
3-11-68 (93)	3-23-83 (25)
6-23-69 (98)	6-18-85 (54)
3-24-71 (12)	10-2-85 (18)
4-3-74 (30)	2-5-86 (5)
9-1-76 (4)	8-13-86 (5)
1-25-77 (145)	10-14-87 (38)
2-16-77 (23)	7-6-88 (14)
8-23-77 (56)	2-15-89 (5)
9-28-77 (20)	3-27-89 (10)
2-7-78 (103)	4-24-89 (11)
6-27-78 (71)	7-3-89 (5)
10-3-78 (50)	03-11-92 (4)
5-22-79 (130)	05-06-98
1-20-82 (23)	10-02-02 (3)
3-2-83 (29)	02-24-10 (2)

1. Department of Planning and Land Use
2. Registrar of Voters

SIGN INFORMATION

State of California

STATE OF CALIFORNIA-BUSINESS, TRANSPORTATION AND HOUSING AGENCY

EDMUND G. BROWN JR., Governor

DEPARTMENT OF TRANSPORTATION DIVISION OF TRAFFIC OPERATIONS OUTDOOR ADVERTISING PROGRAM



Dear Candidate or Committee Member:

As a candidate or campaign worker for either office or a ballot measure, this reminder about State law governing campaign signs should be helpful to you.

Section 5405.3 of the State Outdoor Advertising Act exempts the placing of Temporary Political Signs from normal outdoor advertising display requirements.

A Temporary Political Sign meets the following criteria:

- A. Encourages a particular vote in a scheduled election.
- B. Is placed no sooner than 90 days prior to the scheduled election and is removed within 10 days after that election.
- C. Is no larger than 32 square feet.
- D. Has had a Statement of Responsibility filed with the Department certifying a person who will be responsible for removing the sign (Attached).

A completed Statement of Responsibility must be submitted to:

Division of Traffic Operations
Outdoor Advertising Program
P.O. Box 942874, MS-36
Sacramento, CA 94274-0001

Temporary Political Signs shall not be placed within the right-of-way of any highway, or be visible within 660 feet from the edge of the right-of-way of a classified "Landscaped freeway".

State law directs the Department of Transportation to remove unauthorized Temporary Political Signs and bill the responsible party for their removal. We are calling these provisions to your attention to avoid possible embarrassment or inconvenience to you and your supporters. Please share this information with those assisting in your campaign.

Should you have any questions, comments or need additional information, please call (916) 654-5327.

Enclosure

SIGN INFORMATION (Continued)

State of California

STATE OF CALIFORNIA-BUSINESS, TRANSPORTATION AND HOUSING AGENCY

EDMUND G. BROWN JR., Governor

DEPARTMENT OF TRANSPORTATION
DIVISION OF TRAFFIC OPERATIONS
OUTDOOR ADVERTISING PROGRAM



STATEMENT OF RESPONSIBILITY FOR TEMPORARY POLITICAL SIGNS

Election Date: _____ June _____ November Other: _____

Candidate's Name: _____

Office sought or Proposition Number: _____

County where sign(s) will be placed: _____

Number of signs to be placed: _____

RESPONSIBLE PARTY:

Name: _____

Address: _____

Phone Number (Include Area Code) _____

The undersigned hereby accepts responsibility for the removal of Temporary Political Signs placed pursuant to Section 5405.3 of the Outdoor Advertising Act for the above candidate or proposition.

It is understood and agreed that any Temporary Political Signs placed sooner than ninety (90) days prior to the election and/or not removed within ten (10) days after the election, may be removed by the Department and the responsible party will be billed for any associated removal costs.

SIGNATURE OF RESPONSIBLE PARTY

DATE

Mail Statement of Responsibility to:

Division of Traffic Operations
Outdoor Advertising Program
P.O. Box 942874, MS-36
Sacramento, CA 94274-0001



County of San Diego

RICHARD E. CROMPTON
DIRECTOR

DEPARTMENT OF PUBLIC WORKS

5500 OVERLAND AVE, SUITE 310
SAN DIEGO, CALIFORNIA 92123-1295
(858) 694-2212 FAX: (858) 268-0461
Web Site: www.sdcountry.ca.gov/dpw/

July 1, 2012

Dear Candidate:

ELECTION POSTER INSTALLATION REQUIREMENTS

The records of the Registrar of Voters indicate that you have filed for election to a public office in the County of San Diego. In the course of your campaign, should you desire to use election posters as one of your means of communication with the electorate, it is necessary that you be aware of the conditions under which such signs may be placed within or adjacent to County unincorporated area road right-of-way. Attached for your information is a copy of Policy J-5, "Signage in County Road Rights of Way," adopted by the Board of Supervisors, and amended last on May 9, 2012.

You may apply for a temporary encroachment permit, which has a non-refundable \$110.00 fee, at the Right of Way Permits Counter, 5201-D Ruffin Road, San Diego, CA 92123 or call (858) 694-2055 for information. Attached for your convenience is an encroachment permit application and election poster installation requirements information sheet. Sketch showing the number of election posters and the approximate location of each shall be submitted at the time the application is completed.

All signs placed in the County right-of-way contrary to the provisions of Policy J-5 or remaining after Election Day will be removed by the County of San Diego under the authority of Section 1460 of the California Streets and Highways Code. At the time a permit is applied for, the permittee shall agree to pay the County cost of removal of any such signs.

Your cooperation in complying with the policy and maintaining safe and litter free roadways is appreciated. If you have any questions, please contact the Right of Way Permits Counter at (858) 694-2055.

Sincerely,

RICHARD E. CROMPTON
Director

Attachments

**COUNTY OF SAN DIEGO, CALIFORNIA
BOARD OF SUPERVISORS POLICY**

Subject	Policy Number	Page
	J-5	1 of 4

Purpose

To establish regulations as to the design, construction, and erection of signs in County rights of way.

Background

The State of California Streets and Highways Code, Chapter 5.5, Division 2, provides the authority for the County Road Commissioner to control signs within the County's rights of way. The County's Strategic Plan includes a Safe and Livable Communities Initiative. County control of signs in County road rights of way helps keep communities safe and livable by enhancing roadway safety and helping communities in the County retain their character.

Policy

It is the policy of the Board of Supervisors that:

A. Permanent Signs:

1. Eligibility/Purpose:

- a. Signs are permitted in the County rights of way for the purpose of promoting traffic or public safety. Eligibility for these signs shall be determined by the Director of Public Works in conformity with those regulations found in Part 2 of the California Manual on Uniform Traffic Control Devices (CAMUTCD). A denial of eligibility may be appealed to the Planning Commission pursuant to Sections 7200-7206 of The Zoning Ordinance.
- b. Public organizations and private organizations, such as bench advertising agencies, are eligible to place transit benches with and without advertising within the County rights of way. However, this policy shall not supersede adopted overlay zones or ordinances (Section 6203(a) of The Zoning Ordinance) which may restrict placement of benches with or without advertising within the County rights of way.

2. Encroachment Permit:

A revocable encroachment permit shall be obtained from the Department of Public Works prior to placement of all signs, benches, shelters, or chairs within the County rights of way.

COUNTY OF SAN DIEGO, CALIFORNIA
BOARD OF SUPERVISORS POLICY

Subject	Policy Number	Page
	J-5	2 of 4

Signage in County Road Rights of Way

The County may revoke a permit by giving notice to remove, in writing, to the permittee. The encroachment permit shall provide that if the sign has not been removed within this period, it may be removed and destroyed by the County at the permittee's expense.

3. Location:

a. Traffic and Public Safety Signs:

(1) The location of all signs shall be approved by the Director of Public Works or the Director's representative to ensure traffic safety.

(2) Signs shall be installed in compliance with all sections of the CAMUTCD and California Vehicle Code.

b. Transit Bench and Transit Shelter Advertising Signs:

The placement of transit benches and transit shelters with advertising signs shall be in compliance with Board of Supervisors Policy J-31 and Section 6203(1) of The Zoning Ordinance.

4. Construction Designs and Material of Signs:

a. Traffic and Public Safety Signs:

(1) All signs shall be of permanent, durable materials, such as retroreflective sign film and aluminum or other acceptable construction and of standard size in accordance with Caltrans standards, except community identification signs at the entrances to cities and towns.

(2) All signs shall be of standard material, design, shape, size and color (as approved by the Director of Public Works or a representative).

(3) No seals, emblems, or insignia, nor any nonstandard color will be permitted on signs. All street names on all signs shall be spelled as officially recorded by the County.

(4) Posts and mounting hardware for signs as well as method of installation shall conform to Caltrans Standard Specifications and Plans.

(5) The sign and post shall be so placed as to minimize the hazard to both pedestrian and vehicular traffic.

COUNTY OF SAN DIEGO, CALIFORNIA
BOARD OF SUPERVISORS POLICY

Subject

Signage in County Road Rights of Way

**Policy
Number**

J-5

Page

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b. Transit Bench and Transit Shelter Advertising Signs:

Construction, design and materials for transit benches and transit shelters with advertising signs shall be in compliance with Board of Supervisors Policy J-31 and Section 6203(1) of The Zoning Ordinance.

5. Illegal Signs:

Signs placed in the County rights of way contrary to the above provisions are illegal and may be removed by the County and destroyed.

6. Full Cost Recovery

Private parties requesting a sign shall pay all costs of processing, construction and installation by the Department of Public Works.

B. Temporary Election Campaign Signs:

1. For purposes of this Policy, Election Campaign Signs shall be defined as signs for elections conducted by the Registrar of Voters.

2. Temporary public election campaign posters may be permitted, subject to the following procedures:

a. The Registrar of Voters shall maintain copies of the Board policy relative to election posters and shall issue a copy to each candidate at the time the candidate's petition is issued.

b. In order to prevent a danger to motorists and pedestrians due to confusion and distraction, which may be caused due to the posting of signs in certain locations where they compete with traffic safety signs or interfere with visibility, it shall be necessary to obtain a revocable Encroachment Permit from the Director of Public Works.

(1) The maximum size of a poster shall be four square feet.

(2) The poster shall (on the back) identify the Encroachment Permit number.

(3) No sign shall be placed in the right of way earlier than 90 days prior to an election.

(4) The permit shall require the signer to obtain permission to place any signs on or attached to the property of others, and shall provide that the permit shall be revoked if the permittee uses the property of others without their permission. Nothing in the permit shall be taken to imply County permission to place signs on property of others.

**COUNTY OF SAN DIEGO, CALIFORNIA
BOARD OF SUPERVISORS POLICY**

Subject

Signage in County Road Rights of Way

**Policy
Number**

J-5

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(5) The permit shall require the permittee to remove his/her signs within two weeks after the election for which the permit was issued, and shall authorize the County to remove, without notification, signs not so removed by signer.

(6) In each instance and under the same conditions as the Policy permits temporary campaign signs, a sign containing a non-commercial message and constructed to the same physical dimensions and characteristics shall be permitted.

(7) The County shall charge for sign removal and the permittee shall, in signing his/her permit, agree to pay for County cost of removal of his/her signs.

Sunset Date

This policy will be reviewed for continuance by 12-31-18.

Board Action

10-18-65 (9)

County Engineer Letter 1-14-66

01-25-66 (86)

06-23-69 (98)

07-24-79 (41)

10-6-82 (56)

12-4-84 (14)

07-26-88 (43)

12-12-89 (49)

05-18-94 (3)

07-14-99 (4)

05-15-02 (3)

09-18-02 (5)

06-18-03 (9)

06-23-04 (12)

12-09-08 (33)

05-09-12 (4)

CAO Reference

1. Department of Public Works

2. Department of Planning and Land Use

APPLICATION TO ENCROACH UPON COUNTY HIGHWAY

GOVERNED BY CHAPTER 6, DIVISION 1
TITLE 7 OF SAN DIEGO COUNTY CODE

DATE _____

FOR COUNTY USE ONLY	
CHARGE TO	_____
DEPOSIT	_____
FEE	_____
TOTAL	_____
PERMIT #N	_____

COUNTY OF SAN DIEGO
DEPARTMENT OF PUBLIC WORKS
5201 RUFFIN ROAD, SUITE D, MS-O336
SAN DIEGO, CA 92123
PHONE: (858) 694-2055 • FAX: (858) 279-7020

THOMAS BROTHERS			
YEAR	PAGE	COORD.	

Owner/Permittee _____ Telephone () _____
Last Name First

Mailing Address _____
Street City State Zip Code

Contact Name _____ FAX # and/or e-mail address _____ Telephone _____

Location of encroachment _____
Street City

APN # _____

☐ Driveway ☐ Fencing ☐ Political Signs ☐ Scaffolding ☐ Storage ☐ Yard ☐ Other

Describe _____

Will encroachment interfere with the public use and maintenance of:

Travelled way? ☐ Yes ☐ No Side path or sidewalk? ☐ Yes ☐ No

Shoulder or parking lane? ☐ Yes ☐ No Drainage structure or watercourse? ☐ Yes ☐ No

Justification for Encroachment _____

Permit requested: ☐ 1 day ☐ 3 days ☐ 10 days ☐ Indefinite ☐ _____ days Effective date _____ 12:01 a.m.

AGREEMENT

In consideration of the granting of this permit, the applicant agrees:

- "I hereby agree as a condition of the granting of this permit to provide defense and indemnification in accordance with Section 71.103 of the San Diego County Code in language to be included in the issued permit as follows or to the effect of the following: Permittee agrees to indemnify, hold harmless and defend the County and each of its officers and employees from any liability or responsibility for accident, loss or damage to persons or property arising by reason of the work done by permittee, or permittee's agents, employees or representatives."
- To comply with all applicable laws in the establishment, maintenance and removal of the encroachment.
- That the permittee and any other person engaged in any work authorized by this permit shall conform to all due safety precautions for the protection of persons and property.
- To remove or relocate any encroachment placed, changed or renewed under the authority of this permit; prior to its expiration or within 24 hours of notification to remove, if the duration is 10 days or less; or within 5 day of notification to remove, if the permit is of indefinite duration.
- After removing or relocating the encroachment, to restore the highway to the equivalent or better condition than it was prior to the date this permit became effective, or prior to the date the encroachment was first placed, whichever is earlier.

"I declare under penalty of perjury under the laws of the State of California that the statements made herein are true and correct."

Signed _____
Owner's Signature Date

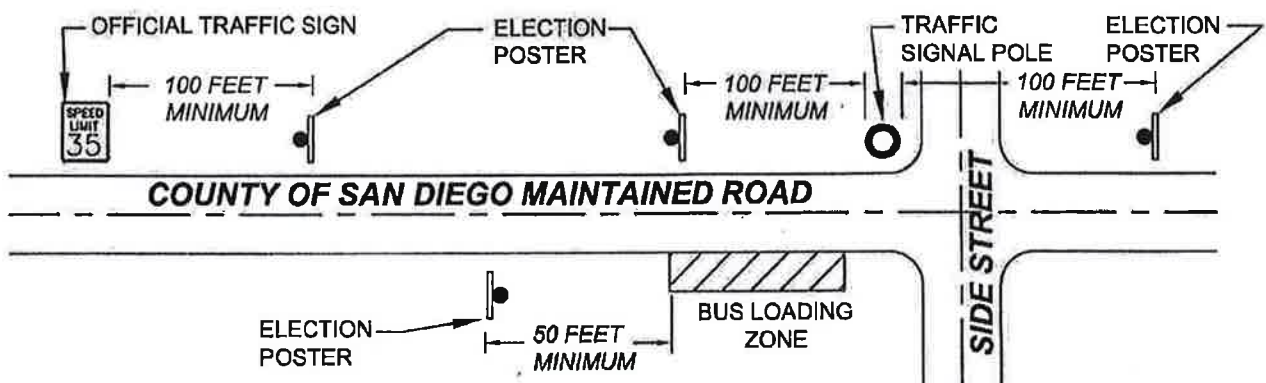
SIGN INFORMATION
Incorporated Cities – Sign Ordinances

INCORPORATED CITIES		
CITY	DEPARTMENT	TELEPHONE NUMBER
CARLSBAD	Sign Permits Only-Planning Department	(760) 602-4610
	Sign Complaints/Questions-Code Enforcement	(760) 602-2703
CHULA VISTA	Code Enforcement	(619) 691-5280
CORONADO	Planning & Zoning	(619) 522-7326
DEL MAR	Planning	(858) 755-9313
EL CAJON	City Manager	(619) 441-1716
ENCINITAS	Code Enforcement	(760) 633-2685
ESCONDIDO	Code Enforcement	(760) 839-2650 dial 9
IMPERIAL BEACH	Planning Department	(619) 628-2381
LA MESA	Planning Department	(619) 667-1177
LEMON GROVE	Community Development Department/Neighborhood Services Division	(619) 825-3805
NATIONAL CITY	Code enforcement- Complaints	(619) 336-4364
OCEANSIDE	Code Enforcement – Compliants	(760) 435-3520
	Sign Permits – Planning Department	
POWAY	Code Compliance – Complaints	(858) 668-4663
	Sign Permits – Planning Department	(858) 668-4656
SAN DIEGO	Code Compliance – Complaints	(619) 236-5500
SAN MARCOS	Code Enforcement Office	(760) 744-1050
SANTEE	Planning Department	(619) 258-4100 Ext. 167
SOLANA BEACH	Planning Department	(858) 720-2440
VISTA	Code Enforcement	(760) 639-6141

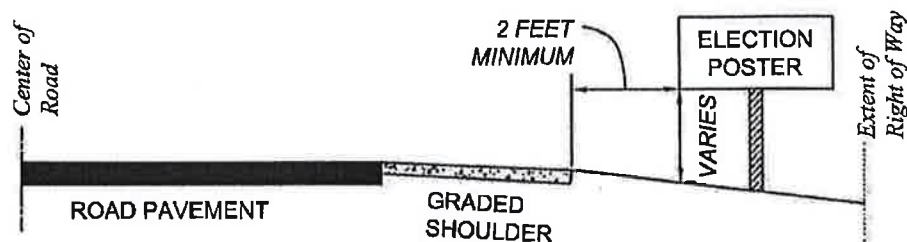
ELECTION POSTER INSTALLATION REQUIREMENTS

Instructions to Permittee:

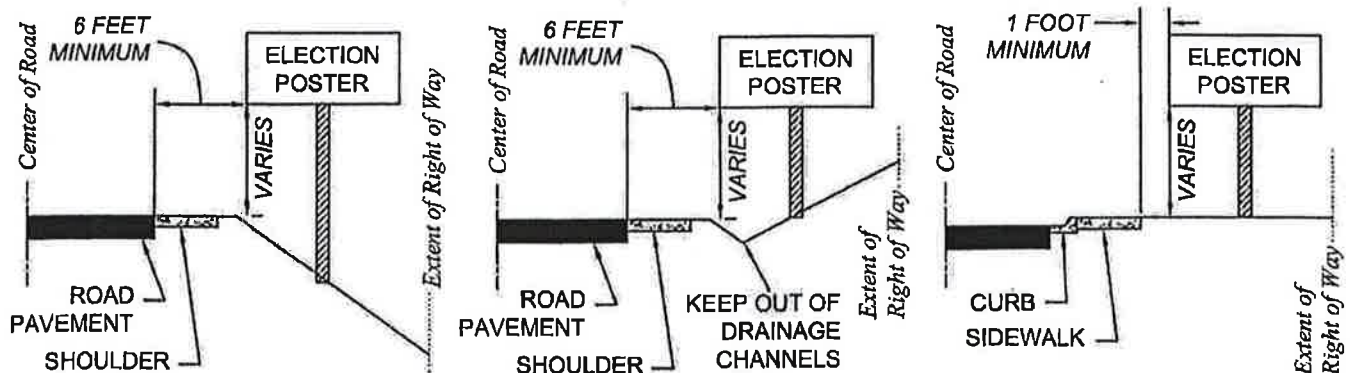
1. Election Posters placed in the County of San Diego's Public Road Right of Way shall be positioned in accordance with the below drawings. Posters shall not be installed within roadway medians. Posters shall not interfere with sight distance from intersecting side streets, driveways, and alleys.
2. Election Posters shall only be placed on wood posts or wood stakes having a cross-section equal to or less than 4 inches by 4 inches. Permittee shall contact DigAlert by calling 811 prior to installing stakes or posts to insure no utility conflicts. Election posters shall not be fastened to any traffic signal poles, traffic signal cabinets, flasher poles, official traffic sign posts, street light poles, utility boxes and utility poles within the County of San Diego public road right of way.
3. Number of Election Posters and location of each poster shall conform to information furnished at time of issuance of encroachment permit.



POSITION WITH RELATION TO DIRECTION OF TRAFFIC



STANDARD ROADWAY LOCATION FOR ELECTION POSTERS



MOUNTAIN AND FOOTHILL LOCATIONS

SIDEWALK LOCATIONS